



**CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION**

Plan Commission Meeting Agenda

December 11th, 2024

Cicero Town Hall

70 N Byron Street

Cicero, IN 46034

Roll Call of Members

Present:

- Dan Strong
- Wendy Gillespie
- Harrison Massone
- Dennis Schrupf
- Chris Lutz
- Marc Diller
- Mark Thomas
- Jenna Majors
- Eric Hayden
- Aaron Culp - Legal Counsel
- Frank Zawadzki - Plan Director
- Terri Strong - Recorder

Declaration of Quorum:

Approval of Minutes:

November 13th, 2024

Public Comment:

Old Business:

Overlay District

New Business:

Docket# PC-1224-09-DC

Petitioner: Stellhorn Cicero

Property address: 109 W Jackson Street, Cicero, IN 46034

An Aesthetic Overlay District application has been submitted concerning outdoor seating, landscaping, signage & lighting for this property.

Docket# PC-1224-08-NC



**CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION**

Petitioner: Margaritas Grill

Property address: 150 S Peru Street, Cicero, IN 46034

An Aesthetic Overlay District application has been submitted concerning signage for this property.

Plan Director's Report: Enclosed in your packets.

President's Report:

Legal Counsel's Report:

Board Member Comments

Next Planned Plan Commission Meeting:

January 8th, 2025

Adjournment:

Location:

Cicero Town Hall
70 N Byron Street
Cicero, IN 46034



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Plan Commission Meeting Minutes

November 13th, 2024

Cicero Town Hall

70 N Byron Street

Cicero, IN 46034

Roll Call of Members

Present:

- Dan Strong
- Wendy Gillespie
- Harrison Massone
- Chris Lutz
- Marc Diller
- Mark Thomas
- Eric Hayden
- Aaron Culp - Legal Counsel
- Frank Zawadzki - Plan Director
- Terri Strong - Recorder

Absent:

Dennis Schrupf (joined late)
Jenna Majors

Declaration of Quorum:

President Strong declared a quorum with 7/9 members present.

Approval of Minutes:

Mr. Lutz made motion to approve minutes from October 9th, 2024, meeting as presented. Mr. Thomas second. All present in favor.

Public Comment:

President Strong invited public to address Board for any item not on tonight's agenda.

Kimberly Chance 3161 E. 246th Cicero. Thanked the Board for posting minutes for the public online for those unable to attend, appreciate the transparency. Want to address the Overlay District, do not oppose in principle, however, bring to attention items related to water and sewer. Reported via Northern Hamilton County Preservation Facebook post regarding meeting with county. Concern for the overlay district document is the requirement to hook up to water and sewer. Sewer is requirement of state statute, but water is not. Concern for many residents that want to keep their wells, they are not interested in recycled water. I want to bring to attention as the ordinance is written, not making it a requirement. Mr. Culp explained that these standards would not apply to residents but are for commercial purposes. Mrs. Chance stated she understands, but if not clearly stated it could be changed from what she understands. Not the expert but feels it will be an issue for the Utility District and does not want it to be an issue for Cicero. Mr. Culp stated this is strictly for commercial not residential.



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President Strong suggested a modification to the agenda for New and Old business to be swapped.

Mr. Thomas made motion to adjust agenda for Old Business to after New Business. Mr. Massonne second. All present in favor.

New Business:

Petitioner: Meticulous Holdings LLC

Property address: 22698 State Road 19, Cicero, IN 46034

Docket: PC-1124-43-C3

An Aesthetic Overlay District application has been submitted for the property located at 22698 State Road 19, Cicero, IN 46034.

Tim Fox 22698 St. Road 19, Cicero. Looking to modify a couple of improvements to the property. Handout passed out. In need of a hoop house which is a greenhouse, a permanent greenhouse. Space to store seasonal flowers, spring annuals, summer annuals, and fall flowers. Currently using roadways in the barn, which is taking a lot of space. We want to build 96x20feet hoophouse, utilizing a shade cloth to allow rainwater to soak through, wanting to also use bare ground, not stone as the floor surface. Rainwater and how we water, would go directly to the ground. It is permanent structure but once we build a new barn this could be relocated. The three evergreens and privacy panels on the east side of the hoophouse would soften the view from Hwy 19. Privacy panels would be what would be seen with the evergreens to soften the look. Mr. Massonne questioned the information handed out. The one with the yellow highlighting is the one discussed. Mr. Fox stated that he was not going to use it to store year-round, it would only be used seasonal. Do not plan to use the plastic, we plan on continuing to use the mulch bed areas for shrub storage if needed. Mrs. Gillespie questioned "takes a vacation" meaning take the cover off. Mr. Fox stated no would leave the shade cloth in place unless winds are an issue. Mr. Thomas asked if open ended. Mr. Fox stated yes, may use a second cloth for the west end winds. Mr. Hayden questioned what the Board is looking at. President Strong stated the greenhouse, privacy fencing, and shrubs. Mr. Lutz questioned the materials handed out. The proposed future new office and new barn causing confusion on materials handed out. Only thing in question is the proposed hoop house. Discussion commenced on the materials handed out showing the future. Mr. Fox explained that the location is for convenience of watering, until new items are to be built. Mr. Thomas asked how far off 19, is the hoop-house. Mr. Fox answered can't answer, the picture is not too scale. Explained comparison to barn.

Mr. Hayden made motion to approve PC-1124-43-C3 to add the hoop house/greenhouse per the plan with the trees and privacy screening. Mr. Thomas seconded the motion.

Mr. Massonne-approve, Mr. Lutz-approve, Mr. Diller-approve, Mr. Thomas-approve, Mr. Hayden-approve, Mrs. Gillespie-approve, Mr. Strong-approve. 7-0

President Strong stated approve, continue to work with Mr. Zawadzki on necessary items. Also thanked Mr. Fox for what he has previously done when before the Board, and he had always done what has said would be done. Mr. Fox stated he can't wait to build in the future.

Petitioner: KP's Trailer/Eric Scherer

Property address: 22610 State Road 19, Cicero, IN 46034

Docket: PC-1124-44-C3

An Aesthetic Overlay District application has been submitted for the property located at 22610 State Road 19, Cicero, IN 46034.

Eric Scherer 22610 State Road 19, KP's Trailers. Per the BZA last year, one of the conditions was to get signage in 2024. Blue square on slide is the location of the sign with landscaping. Per 10.5 foot back from easement and will be following all the



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items for monument sign. Listed as 60 sq feet per side, no more than 6 feet above base that it is mounted on, and 10 feet from right away on St. Rd. 19. Example of sign shown as well.

Mr. Thomas questioned if approved to operate business out of home. Mr. Scherer stated correct. Mr. Culp added that the trailer was allowed until permanent signage was arranged. Mr. Scherer stated correct, and the trailer would then go away with signage, also permit was equipment to go away. Would like to keep the equipment there but know that is not for this Board, have skid steer out there, so following the permit allowance to keep until sign is installed then trailers and equipment would be removed from the front of the property. President Strong stated would ask you continue to work with Mr. Zawadzki for any changes. Mr. Lutz asked if there were any comments from Mr. Zawadzki. Mr. Zawadzki stated this sign does fit the monument standards to the letter. The BZA had placed the condition to have this during this calendar year. The monument sign is permitted along with landscaping, which is what is being presented to the letter. President Strong asked for details on lighting plans for the sign. Mr. Scherer stated LED lighting in the landscape, verify 30–45-degree angle away from road. In the landscape currently, I'm not sure if solar or electric at this point. Mr. Massonne said he thought looked great, concern for maintaining. Mrs. Gillispie asked when it would be done. Mr. Scherer stated after approval, will contact sign company, not sure of lead time but before end of December.

Mr. Hayden made motion to approve Docket PC 1124-44-C3 as presented. Mrs. Gillispie second.

Mr. Thomas-approve, Mr. Hayden-approve, Mrs. Gillispie-approve, Mr. Massonne-approve, Mr. Diller-approve, Mr. Lutz-approve, Mr. Strong-approve. 7-0

Old Business:

Overlay District discussion. President Strong reminded everyone that they agreed to move forward with the boundaries for newly established Overlay District. Talked about the boundaries would be defined by the created Hamilton County TIF district on the east side of US 31. Also, Cicero/Jackson Township district would be extended to include area from 276th to 296th. That area is not part of the HC TIF district. Identified on the map as the bright yellow area. Discussion also included last month's possibility of using HC document as template to start. President Strong continued with recap of last month and asked how the group wanted to proceed, item by item or open discussion. Mr. Culp stated he understood why request for residential protection was brought up, the language has not been added as intended. The language would be to make clear it is only in the event that commercial development takes place. There is a paragraph that makes clear it is not intended to say we want commercial development, but this would kick in if commercial development was proposed/approved. President Strong added that this is driven by listening to the residents in the Township and town, a placeholder for the future.

Mr. Lutz questioned if there was issue using current standards. Mr. Culp explained the current overlay design standards are based for here in town. We are not sure they are the standards we want to use along 31 may want different. They are standards that would be used in the event of a parcel through a rezone or a variance if a parcel becomes commercial. This would require this board to review the project. We are not adopting the County's Permitted Uses; our intent is to not allow new permitted uses at all. Mr. Thomas clarified that this is preliminary before the Comprehensive Plan is done, for them to come before us. Mr. Culp stated he would look at this as a bridge before the process is complete. President Strong explained that currently they would not have to come before us for aesthetics, they would go before the BZA for Land Use, or Special Exception, and they could pretty much build what they want. If we use the current ordinance, it will get them before us but does not have specific standards. By creating Overlay District and putting standards in place today, they would know that we require a specific standard. Example given as stone façade on front, or more buffering on resident side, etc. Also to protect the residents in the area. Mr. Hayden questioned requirement of two-story building and the gas station. President Strong explained that if it was a one-story they would have to seek a variance, depending upon the ordinance. Mrs. Gillispie questioned the primary façade facing US 31 versus the neighborhood. President Strong stated last meeting, Mr. Lutz discussed this last month as potential for two facades. Mr. Lutz stated what we are trying to come to consensus tonight. Mr. Lutz stated he felt the document wasn't perfect but a starting point especially with the speed that we are trying to get the document in place. Mr. Massonne stated it sounds like we make modifications now and more in the future. Examples given from 69, Carmel, Westfield regarding landscaping, 100 feet from right away. Mr. Lutz stated he feels the buffer zone needs to be enlarged. Discussion commenced on some of the other town's requirements. Mr. Lutz maintained that it needed to be



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more of a rural feel instead of industrial. Mr. Hayden stated he felt 31 is the gateway to Hamilton County and needed to consider that. Mr. Massonne stated he feels east, and west should be primary sides, all facing US 31 and/or east should resemble building fronts. Many agreed. President Strong stated he is taking notes, and what he is hearing is Mr. Hayden wants to start with the document and incorporate the items we have discussed so far today. Or do we want to start from scratch? Consensus was to start with the document. Mr. Culp suggested coming back with a draft next month, then going to public hearing portion. President Strong recapped his notes on the comments. Using the document/map as reference, discussion commenced on the buffer zone comments made earlier. Discussion on having two primary sides, 31 side along with the potential of an access road facing residential or other businesses. Mr. Zawadzki clarified that the 31 side would be the natural looking buffer, and the other primary façade (east) would be a more manicured look. Mr. Thomas stated there could be the potential of three facades.

Mr. Thomas asked if there were any other conversations besides McClure's. President Strong stated he is not aware of any other than rumors that a hotel might go in. Mrs. Gillispie questioned if a hotel would this cover concerns. President Strong stated as we start to look ahead we will have permitted uses and tying into different designs. Mr. Thomas stated after the Amory is done he would say things are coming.

Mr. Lutz stated we go forward with a one story would it go to the BZA. Mr. Culp answered go through the BZA or we have to modify our ordinance. What could be done is to identify a separate category. President Strong would that be after this is done, to separate into as an example of four districts. Mr. Culp said yes, it would be a good thing after the Comp Plan. Mr. Lutz questioned if he went with this document, and someone came with a one story would it be legally possible. Mr. Culp stated hard to say with an abstract example. Development Standards Variance guidelines discussed.

Mr. Thomas questioned what if identified what businesses would be one story gas stations, restaurants and added that to the document. Mr. Lutz expressed concern for speed of document implementation. Mr. Hayden shared information regarding Carmel and standards and BZA requirement. Discussion ensued. Mr. Massonne and Mr. Thomas questioned the height requirement for one story. President Strong stated we didn't want to make complicated but could put requirement of 18 feet for one story with max of five story. Discussion ensued on examples. When questioned about County, Mr. Culp shared that they want bigger developments, thus the reason for two story requirements.

Preserve the area along 31 as the bigger developments. Dunbar being the western boundary. Mr. Thomas suggested going with two-story until finalized. Mr. Hayden expressed concern for Cicero. President Strong answered the Comp plan would be done approximately the end of first quarter. Discussion ensued on moving ahead. Mr. Massonne discussed the four bullet points. First page: Leaving one and two, Striking the promoting mixed use development paragraph. Added a general statement: US 31 is a four-lane limited access highway; further purpose of the US 31 Overlay is to preserve the aesthetic qualities of the bordering properties through coordinated developments and architectural standards.

Discussion on adding boundaries. Page 2: Setback discussion commenced. President Strong questioned if anticipate residential building along US 31 and impact on the eastern edge. Mr. Massonne stated he wanted to make sure something was there to protect buffer with commercial to residential. Mr. Massonne discussed outside storage; we do not typically allow so strike it from list. President Strong questioned dumpster areas as example. Mr. Thomas stated this could be changed in future with fencing or screening. President Strong questioned possibilities could have a chain-link fence with slats in it. Mr. Massonne stated matching the façade. Discussion ensued on dumpster areas. Mr. Massonne listed next point bullet C section 8, with the look of the buildings. Page 118. Mr. Culp shared what he thought, that the section was to prevent square boxes. President Strong stated he felt it could be left and do research to determine what that section is truly meaning. Mr. Massonne also addressed four corner shapes of buildings section. President Strong stated he feels will have a lot worked out before something comes before us. Mr. Lutz added if you made a note of it, throw it out so it plants a seed for future discussions.

Mr. Culp announced Mr. Schrupp has joined the meeting.

Mr. Massonne page 119 DG3, discussion on materials to be required. EFIS requirements and levels. President Strong questioned if it was used for hospitals etc. Mr. Massonne stated there are various levels of EFIS. President Strong questioned if there is level or grade that would be recommended. Mr. Massonne explained that there are different types of EFIS. Same



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section, item 6, use of masonry materials, add east facing. Page 120 X, retractable awnings would be allowed, Mr. Massonne stated he didn't know what these are. Discussion on fabric/retractable awnings. Mr. Massonne recommended on commercial buildings no guttering. Mr. Zawadzki stated only if a flat roof. Determined to leave gutters for future discussion. President Strong opened discussion on flat roofs, determined to leave for future discussion. Mr. Lutz expressed appreciation for the details and thought Mr. Massonne has brought to the discussion. Mr. Massonne page 122, item 3, looking at screening of mechanical equipment. Landscaping standards for US 31 will send to members. Also do not feel signage standards were hit upon in the document at all. There should be some signage standards in our ordinance. Pathways with frontage roads should be part of a development. President Strong stated he felt page 117 addressed some rezone items but not the aesthetic side. Discussion on whether a committee is needed or Plan Commission role. Mr. Lutz asked if someone could come through to the Plan Commission with hypothetical project and ask questions. Recognizing that Mr. Zawadzki and Mr. Strong act as committee to answer questions prior to Plan Commission. President Strong stated years ago had a committee, where the petitioners would review information prior to going to the Plan Commission. Mr. Lutz questioned if that was needed. President Strong stated hasn't been an issue because we haven't had a lot to deal with but moving forward could be an asset as we get more projects to review and deal with. Looking at thoroughness of information before coming to the Plan Commission. Mr. Lutz asked if Mr. Strong was in favor of establishing a committee. President Strong stated if not with this draft, in the future certainly. Mr. Thomas stated as projects come forward, one is ok but if five, a committee may be needed. President Strong stated could see an Aesthetic committee, a subdivision committee. Being prepared becomes particularly important. Appointed committee, PC members, or others that would be appointed. President Strong indicated previously there were three individuals on the committees.

President Strong addressed that a name for the Overlay district would be needed for Mr. Culp moving future. President Strong stated he used US31/Jackson Township Overlay District for a placeholder. Mr. Culp explained next steps discussed as: more detailed document incorporating items discussed tonight would be at December meeting. If happy with it, would need public hearing in January if satisfied with document. Then if positive recommendation would go to Town Council.

Discussion of height requirements in the document. Mr. Massonne stated he would like 30 days to research. President Strong stated he didn't know standard for a story, so would like to research that as well. Mr. Culp suggested leaving as is and knowing it could be crossed out and changed at next meeting. Mr. Zawadzki stated he doesn't like stories, would prefer a minimum and maximum height requirement. Mrs. Gillispie questioned a warehouse being two stories high inside. Definition of two stories needed. President Strong asked if other topics besides heights that have not been addressed for changes. Mr. Hayden also addressed the setbacks, 45 feet setbacks on the sides to existing residential properties. Boundaries of the district is discussed being more than just US 31.

President Strong stated if have additional comments to please get to Mr. Zawadzki or himself in next week.

Plan Director's Report: Mr. Zawadzki highlighted report which was in the packets to the members as follows. October 2024 permit revenue was \$6976 bringing YTD \$53370. October 2023 permit revenue was \$13255 and YTD of \$85465. Difference for month was -\$6279 and YTD -32095. Building permits issued for month were 25 with 18 in town limits, zero new homes and 7 in the township with one new home. Estimated cost of permit projects is \$1700889. Next meeting is BZA on November 21.

President's Report: President Strong just wanted to thank everyone for the spirited conversation and attendance.

Legal Counsel's Report: Mr. Culp shared that Adams Township and Sheridan reorg was approved. January 1, 2025, all of Adams Township and Sheridan will become entity, one town. This will mean the county will lose zoning jurisdiction on the west side of 31. Understanding as of now is that they will continue to use the county ordinances but instead of going thru the county offices, it would go thru Sheridan and a new board. This is an interim step, until new are developed and potential of a Comp plan. Mrs. Gillispie questioned the timing being quick compared to our discussions. Mr. Culp explained three towns



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each have boards, but also a big difference is the control of zoning which Cicero has control and Sheridan did not. This seems to be a factor in the urgency versus Sheridan.

Board Member Comments: Mr. Massonne stated can not wait until test well results are ready. President Strong stated we do not have results currently. Mr. Lutz stated not going to discuss until ready to discuss. Mrs. Gillispie questioned if the flyovers gathering information will the results be shared with Cicero. Mr. Lutz stated good question and hopes that their interest would be to help the town out, and at the last meeting they have indicated willingness to share with the towns. After all they represent us, Cicero has not asked the question yet. Meeting Tues or Wednesday they indicated they are willing to work with Cicero. Mr. Thomas questioned the Regional Utility District? (being willing) Mr. Lutz stated yes the Regional Utility District. Mr. Culp questioned who did the overhead water testing. President Strong stated it was Indiana American Water and Hamilton County Utility District working together for the project. Mrs. Gillispie questioned, and they said in the meeting they were working with Cicero and does Cicero know they are working with Cicero. Mr. Lutz cannot characterize what they said. From Cicero's perspective there is a loose discussion taking place. But from Mr. Lutz's perspective, they have demonstrated an unwillingness to work with us in a joint fashion. To the point they made an attempt to take over Cicero Utilities, which was unsuccessful and would say it has not been an optimal relationship since then. Also, used that as opportunity to pull back the million dollars in ARPA money they committed. President Strong stated the real answer is time will tell.

Next Planned Plan Commission Meeting:

December 11th, 2024

11. Adjournment: Mr. Massonne made motion to adjourn. Mr. Thomas seconded. All present in favor.

President_____

Secretary_____

Date_____

Location:
Cicero Town Hall
70 N Byron Street
Cicero, IN 46034

ARTICLE IO - US 31 JACKSON TOWNSHIP OVERLAY DISTRICT

1. PURPOSE AND INTENT

It is the purpose of the United States Highway 31 Jackson Township Overlay District (the "US 31 Jackson Township Overlay") to promote the public health, safety, comfort, convenience, and general welfare by providing for consistent and coordinated treatment of the properties adjacent and adjoining the US Highway 31.

US Highway 31 is a 4-lane, limited access highway. It is the further purpose of the US 31 Jackson Township Overlay to preserve the aesthetic qualities of those bordering properties through coordinated develop and architectural standards.

Several figures are referenced within this Article. These figures are intended to illustrate the specific subjects of the paragraphs in which they are referenced and may not illustrate a structure that fully complies with all standards of this Ordinance.

2. APPLICABILITY

The boundaries of the US 31 Jackson Township Overlay are hereby established for an area as defined by the Hamilton County TIF Districts Maps and Boundaries established on the east side of the US 31 right-of-way line in Jackson Township, Hamilton County, extending from 216th Street to 296th Street to include additional parcels from 276th Street to 296th Street identified as addendum A.

The provisions of this Article shall apply to any petition, application, Development Plan, or Improvement Location Permit for real estate within the US 31 Jackson Township Overlay.

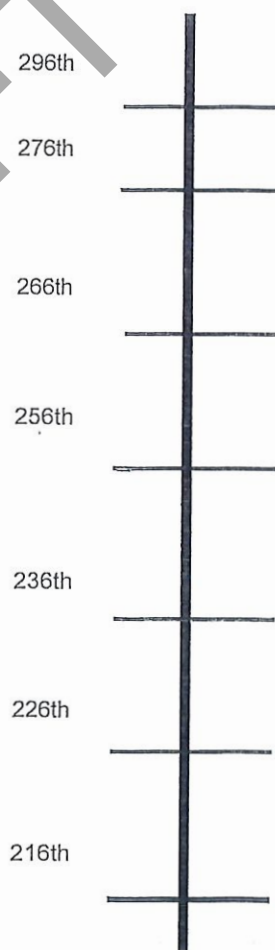
Development standards provided herein are intended to expand those permitted in the underlying zoning classification and may be more restrictive than the underlying zoning classification. If a conflict between districts occurs, the more restrictive shall apply.

Properties used exclusively for single family residential or farming shall be exempt from the Overlay District requirements. In the event such properties seek to change their use, seek to add an additional, non-single family residential or agricultural use, or seek to expand an legal non-conforming use, then said properties would be required to comply with the District requirements.

3. INTERPRETATION

Nothing contained in this ordinance or the provisions establishing the US 31 Overlay District shall be construed or interpreted as requiring, giving preference to, or in any way indicating that the Plan Commission or legislative body is approving, or is willing to Approve, the rezoning of parcels within the district. The enactment of this ordinance and creation of the District shall not be interpreted as permitting any land uses other than those permitted by the underlying zoning classification of each parcel. This ordinance shall not be interpreted as indicating the Commission or legislative body believe a change in zoning or land use is appropriate, preferable, consist with the Comprehensive Plan, or meets any of

US 31 JACKSON TOWNSHIP OVERLAY INTERSECTIONS



the requirements for the approval of such petitions. The sole and exclusive purpose for this District is to establish aesthetic requirements in the event a petition for rezoning or a land use variance is approved by the proper authorities.

4. ADMINISTRATION

The Plan Director is hereby authorized to determine whether the standards of this Article shall apply to the entire Lot or if the standards of this Article may be limited only to the proposed improvements for Lots that were developed or improved prior to the effective date of this Article. The following factors shall be taken into consideration:

- i. The extent and location of the proposed improvements (e.g., drainage, landscaping, parking, buildings) on the Lot
- ii. The extent of conflicts in applying the standards of this Article with existing and/or planned improvements.

Disclaimer on Rezoning: The US 31 Jackson Township Overlay criteria and standards do not change the zoning of land. The provisions of the US 31 Jackson Township Overlay apply to all zoning classifications and to land uses that are designated as nonconforming.

US 31 Overlay Committee: The Plan Commission shall establish a "US 31 Jackson Township Overlay Committee" to review Development Plans and make recommendations to the appropriate Plan Commission approval body and/or Plan Director.

5. REFERENCE ARTICLES/SECTIONS

Signs
Parking
Planned Unit Development Standards

6. DEVELOPMENT STANDARDS

LOT AREA	1 ACRE	MINIMUM
LOT WIDTH	100'	MINIMUM
LOT COVERAGE	80%	MAXIMUM
US 31 AND EAST FACING FAÇADES AND SURFACE PARKING SETBACK	100'	MAXIMUM AND MINIMUM
SIDE BUILDING SETBACK	0'-15'	MINIMUM 0' Feet is permissible with a development plan for An adjoining lot with the same ownership. Otherwise, 15 feet setback shall be the minimum. 100 feet shall be the minimum next to existing residence(s) or undeveloped residential zones or districts.
REAR BUILDING SETBACK	20'	MINIMUM 100 feet shall be the minimum next to existing residence(s) or undeveloped residential zones or districts.
BUILDING SEPERATION	100'	MINIMUM
BUILDING HEIGHT	5 STORY	MAXIMUM Except for healthcare facilities. MINIMUM 12 Story except 1 story is allowed at the intersections of US31/236th Street and US31/276th Street.
GROUND FLOOR AREA		No building may exceed the size of the building's surface parking count requirements. For example, if a proposed building size requires 100 parking spaces, but 100 space do not fit, then the building shall be smaller to accommodate the appropriate number of parking spaces. Does not allow for a parking garage to deviate from this standard.
OUTSIDE STORAGE	AS NOTED	Permitted as noted in J. MISCELLANEOUS STANDARDS item V. Outside Storage of Refuse. All other outside storage are required to follow the same standards as Outside Storage of Refuse.
PLAN REVIEW	REQUIRED	For any development within the US 31 JACKSON TOWNSHIP OVERLAY DISTRICT per Article 10 of the Cicero/Jackson Township Zoning Ordinances prior to issuance of an improvement location permit or change of occupancy.

A. MASSING

In general single, large structures that consume the lot shall be avoided.

- i. Lot widths 100'-300' shall have up to 2 principal buildings. Cumulative minimum building width shall be 75% of the lot width.
- ii. Lot widths over 300' shall a minimum of 2 principal buildings. Cumulative minimum building width shall be 75% of the lot width.

PUBLIC NETWORK

All new streets shall connect to Primary and Collector streets.

- i. New streets shall maintain and/or enhance the County Road grid.
- ii. No dead-end streets are permitted
- iii. Roundabouts are permitted.

ARCHITECTURAL DESIGN REQUIREMENTS

In addition to any provisions that apply to the underlying Zoning District, the architectural plan of any building proposed to be built in the US 31 Jackson Township Overlay must be compatible with other buildings and structures in the same and adjacent developments.

A. GENERAL DESIGN THEME STANDARDS

Architectural variations are encouraged. These architectural requirements are intended to provide consistent architectural quality among buildings and other improvements within the corridor. All structures shall be thoughtfully designed in a manner that visually and functionally complements the existing topography.

B. ORIENTATION

All structures shall front the nearest public right-of-way. No garage/warehouse doors shall be allowed on the facade facing US 31 or to the east. The US31 and east elevations should both be considered primary facades.

C. BUILDING ELEVATION:

- i. Primary Facade: All Building Facades shall have a defined base or foundation, a middle or modulated wall, and pitched roof or articulated three-dimensional cornice as illustrated in FIGURE 1 BUILDING MODULATION
- ii. Corner Feature: Structures located at a Major Intersection shall have a building corner feature that is architecturally significant and required front facade corner lot requirement.
- iii. Parking Garage Facade: must have 2 or more materials and have an architectural design that breaks up the monotony of openings and shall compliment the style of the primary building.

REFERENCE IMAGES



Figure 1 BUILDING MODULATION

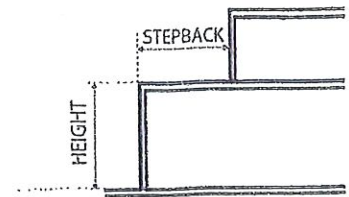


Figure 2 BUILDING STEP-BACK

- iv. Step-backs: Step back (or change of planes) facades are encouraged. Any step-back shall be a minimum of 12' .
FIGURE 2 BUILDING STEP-BACK

- v. No wall that faces a street or pedestrian way shall be blank or have uninterrupted materials.

D. BUILDING MATERIALS:

- i. Masonry or Glazing Materials shall be the preferred and primary exterior building material used on buildings within the corridor.
- ii. Masonry Materials shall be used to create a wainscot or brick-wrap effect around buildings.
- iii. A minimum of sixty percent (60%) of each Building Facade, exclusive of windows, doors and loading berths, shall be covered with Masonry or Glazing Materials. No one building shall be devoid or less than 50% of these materials.
- iv. No more than twenty-five percent (25%) of each Building Facade, exclusive of windows, doors and loading berths, may be covered with metal, Fiberglass Reinforced Plastic (FRP), Cement Siding, Polymeric Cladding, EIFS, Stucco, or vinyl exterior building materials.
- v. EIFS shall not be permitted within 10 feet of the ground level. EIFS shall be used as decorative accenting and trim only to enhance appearance. EIFS shall not be used as the primary facade material.
- vi. Increased and enhanced use of Masonry Material and other architectural ornamentation shall be required around building entrances and on Building Facades visible from US 31.
- vii. Buildings shall be constructed with the same building material quality and level of architectural details on all Building Facades (e.g., 360-degree architecture).

viii. Main Entrances:

- a. All buildings shall be designed with a main entrance and at least two (2) window openings associated with the main entrance
- b. Building entrances shall be clearly defined articulated by multiple architectural elements such as lintels, pediments, pilasters, columns, awnings, porticos, and other design elements appropriate to the architectural style and details of the building.

ix. Windows:

- a. All window designs shall be compatible with the style, materials, color, details, and proportion of the building. The number of windowpanes, the number of window openings, window trim and other architectural design elements designed to accent the

REFERENCE IMAGES



Figure 3 WINDOW DESIGN



Figure 4 OPENING BALANCE



Figure 5 ARTICULATED CORNICE,



Figure 6 Flat Roof

windows shall be consistent with and complementary to the architectural style of the building (see FIGURE 3 WINDOW DESIGN).

- b. Window trim and other architecture design elements designed to accent the windows shall be required for all windows. Acceptable design elements include shutters, keystones, masonry arches, awnings, decorative stone frames, masonry rowlock frames.

x. Awnings:

- a. Fixed awnings are permitted if they complement the building's architectural style, material, colors, and details. No fabric and/or retractable awnings are permitted on US31 frontage or any primary building façade.
- b. Awnings shall be made of nonreflective material.
- c. All awnings shall be kept in good repair.
- d. Awnings used to comply with the architectural design requirements of this Article shall not be removed unless the Building Facade would otherwise comply with such architectural design requirements without such awnings.

xi. Openings:

- a. Design elements of the Building Facade shall be organized such that openings (including windows, doors, loading berths, faux windows and architectural or painted elements resembling openings) line up horizontally and vertically with other openings.
- b. Openings in a Building Facade shall be arranged in a balanced, relatively uniform fashion (see FIGURE 4: OPENING BALANCE).
- c. Exceptions may be permitted if openings are organized in an aesthetically pleasing manner and constitute an essential artistic design element appropriate for the building type, scale, orientation, location, and site.

- xii. Gutters and Downspouts: Shall be visually integrated with the architectural style of the structure. The color of gutters and downspouts shall be selected to complement or to be consistent with the building materials.

xiii. Roof

a. Flat Roofs:

- i. Flat roofs are permitted if edged by a parapet wall with an articulated, three-dimensional cornice as illustrated in FIGURE 5 ARTICULATED CORNICE.
- ii. Parapet walls shall be fully integrated into the architectural design of the building to create seamless design transitions between the main building mass and roof-mounted architectural elements (which may include screening elements for roof-mounted equipment).
- iii. Modulation or variation of the roofs and/or roof lines are required. Buildings shall comply with at least one of the following:
 - 1. A building with a flat roof shall have varying roof height sections, as illustrated in FIGURE 6 FLAT ROOF VARIATION. A varied roof section shall have a minimum roof height difference of five (5) feet from an

adjacent roof section. The maximum horizontal roof line length without variation shall be sixty percent (60%) of the total length of the Building Facade's roof line.

2. A roof line modulation shall include a vertical change in the visible roof line of at least four (4) feet, with a minimum aggregate modulation length of forty percent (40%) of each Building Facade. The maximum horizontal roof line length without modulation shall be sixty (60) feet, or forty (40) feet for Buildings with a Gross Floor Area less than ten thousand (10,000) square feet.

- iv. All visible vents, attic ventilators, turbines, flues, and other visible roof penetrations shall be: (a) painted to match the color of the roof or flat black; and (b) oriented to minimize their visibility from adjacent Lots and Streets.

b. Pitched Roofs

1. Pitched roofs shall be simply and symmetrically pitched and only in the configuration of gables and hips, with pitches ranging from 4:12 to 14:12.
- ii. If standing seam panels are used then they shall be: (1) gray, black, dark blue, dark green, barn red or deep brown; and (2) made of a nonreflective material.
- iii. Modulation of the roofs and/or roof lines shall be required in order to eliminate the appearance of box-shaped buildings.

E. DRIVE-THRU AND FUELING STATIONS

This section shall apply to parcels adjacent Major Intersections.

- i. Drive-thru windows and lanes shall not be permitted between the US 31 right-of-way line and the Building Facade nearest to said right-of-way line (e.g., Front Yard).
- ii. Vehicular fuel pumps and canopies shall be setback a minimum of thirty (30) feet farther from the US31 right-of-way line than the Front Yard of the Principal Building to which fuel pumps or canopies are appurtenant or associated.

F. ACCESSORY BUILDINGS

All Accessory Buildings shall be architecturally compatible with the Principal Building(s) with which they are associated and not located between the Primary Facade and US 31. Accessory Buildings may not exceed 18 feet in height.

G. US 31 FRONTAGE (ACCESS) ROADS

Frontage/Access roads adjacent/parallel to the US 31 corridor are discouraged.

H. PARKING

Only one bay of parking may be in the US 31 Front Yard. See Parking Article for additional requirements.

I. OPEN SPACE

The protection of streams, waterbodies, distinctive topography, wooded areas, wetlands, environmentally sensitive areas is encouraged. Minimum width of the open space shall be no less than 30'.

J. MISCELLANEOUS REQUIREMENTS

- i. **Utilities:** All new utility services and service revisions necessary for development shall be underground. Hookup to water, storm, and sanitary sewer systems is required.
- ii. **Loading Berths:**
 - a. Loading berths shall be oriented in a manner so they are not visible from US 31 and from the east in a manner that minimizes their visibility from other Rights-of-way and adjacent properties.
 - b. The use of loading berth enclosures shall be utilized where appropriate to accomplish the design objectives of this subsection.
 - c. All loading berths shall be adjacent to the Principal Building and located entirely within the Side or Rear Yard.
 - d. Loading berths shall be screened to the extent reasonably necessary by installing solid, opaque walls or fences (chain link fences or a variation thereof shall not be permitted). Mounds or berms may also be utilized, or utilized in combination with walls or fence enclosures, to provide screening. Special attention shall be given to accomplish the design objectives herein for visibility of loading berths from adjacent properties and Rights-of-way.
 - e. Loading berth walls and fences shall be softened by installing the following adjacent to such screens, except no landscaping shall be required adjacent to access and delivery doors or gates:
 - i. One (1) ornamental or evergreen tree every thirty (30) feet.
 - ii. Five (5) shrubs every thirty (30) feet.
- iii. **Mechanical Equipment:**
 - a. Screening of mechanical equipment, satellite dishes and other similar equipment improvements shall be completely and permanently screened from view of Rights-of-way and adjoining properties.
 - b. When attached to the ground, screening methods shall include a mound/berm or an opaque wall or fence enclosure of a material that matches or complements the Principal Building.
 - c. When roof-mounted, screening methods shall include parapet walls, enclosures or other similar architectural treatment that matches or complements the Principal Building.
- iv. **Walls and Fencing:**
 - a. The following wall and fence types are permitted: Masonry Material, decorative metal (wrought iron, or wrought iron in appearance) or finished wood (stained or painted). In areas requiring security, decorative metal fencing with a spiked or curved top profile or razor/concertina/barbed wire mounted inside a solid fence or wall is recommended. This type of fence shall only be permitted with the express written approval of the Director and may not be permitted in all cases based on the visibility of the fence.
 - b. The following wall and fence types are prohibited in areas visible from outside the Lot on which such walls or fences are installed: nonsolid and/or unfinished wood, chain link (with or without slats), nondecorative corrugated metal, electrified fences, and razor/concertina/barbed wire.
 - c. Walls and fencing shall not be in Established Front Yards facing US31 or to the east.
- v. **Outside Storage of Refuse:** No outside, unenclosed storage of refuse shall be permitted on any Lot. All refuse shall be contained in completely enclosed facilities; no refuse containers or enclosures shall be visible from US Highway 31. Any enclosures visible from the east must be enclosed with the primary building material as required on the front facades except for a gate or doors. Gates and doors can only face the north or south.

vi. Landscaping: The following landscaping requirements are in addition to any Cicero/Jackson Township Zoning Ordinances. Existing trees may be credited toward landscaping standard requirements based on the sizes of such preserved trees and with a minimum life expectancy of ten (10) years or more and minimum diameter of four (4) inches. If any tree designated for preservation dies within five (5) years of project completion then the Property Owner shall replace such trees with a tree(s) of equal tree preservation value, within one hundred and eighty (180) days.

- a. The following are required per one hundred (100) lineal feet along the US31 corridor. The landscaping shall at a minimum include three (3) shade or evergreen trees, two (2) ornamental trees and twenty-five (25) shrubs per each one hundred (100) lineal feet.
- b. Plant material and landscaping for any east facing Front Building Façade is required to have a minimum ratio of one (1) shrub or ornamental tree per twelve (12) lineal feet to be included with plantings. Plantings shall be located within fifteen (15) feet of the Building Façade and intermittently for approximately every forty (40) feet to create a softening effect. The primary landscaping materials used shall be ornamental trees, shrubs, and ornamental grasses. Groundcover plants may supplement the required materials along with perennials and flowers.



**CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION**

CICERO / JACKSON TOWNSHIP PLAN COMMISSION

AESTHETIC REVIEW OVERLAY DISTRICT APPLICATION

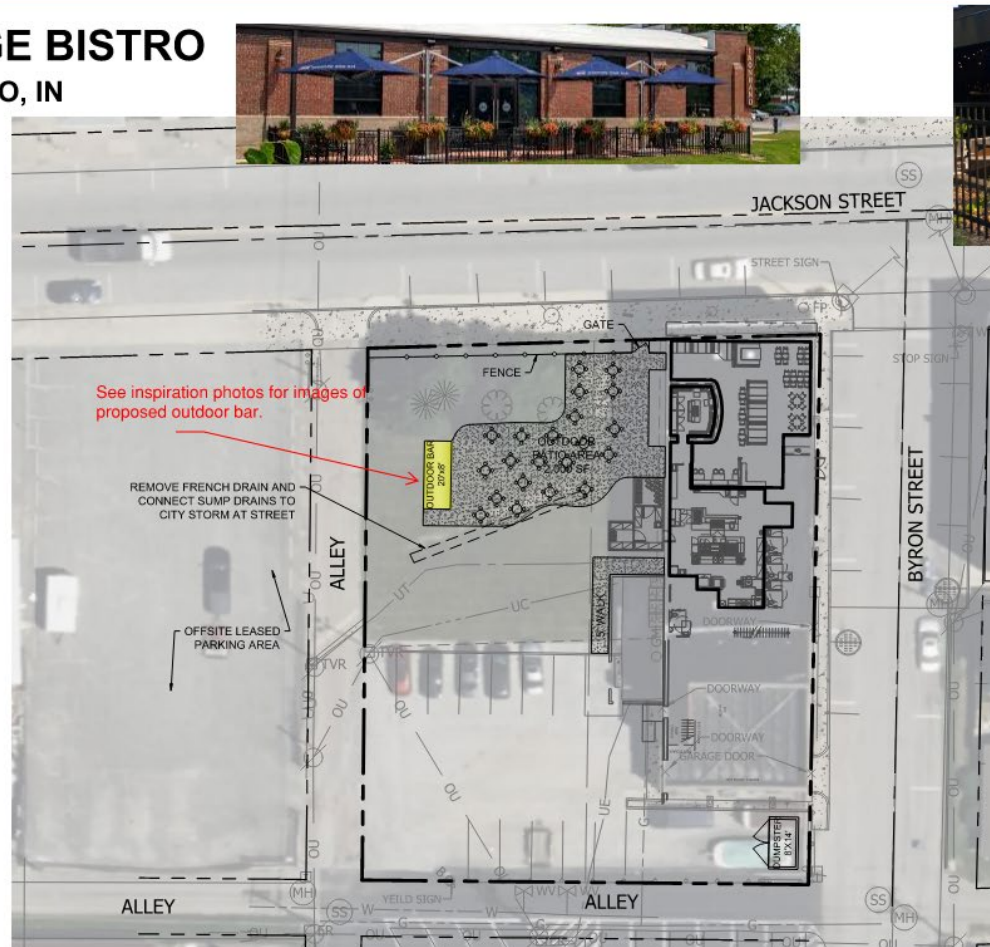
APPLICANT MUST COMPLETE THE FOLLOWING

Property Owner: Stellhorn Cicero, LLC			Phone: 317-896-1100		
Property Address: 109 W. Jackson St.			Email*: jr@jrfconstruction.com		
City: Cicero		State: IN		ZIP Code: 46034	
Tenant Business Name: Red Bridge Bistro					
Petitioner/Contact: J.R. Freiburger			Phone: 317-714-8386		
Address: 109 W. Jackson St.			Email*: jr@jrfconstruction.com		
City: Cicero		State: IN		ZIP Code: 46034	
Cell Phone: 317-714-8386			Fax:		
Current Property Use: vacant					
Proposed Property Use: Restaurant with outdoor seating					
General Contractor/ Builder: JRF Construction, Inc.			Phone: 317-714-8386		
Address: 109 W. Jackson St.			Email*: jr@jrfconstruction.com		
City: Cicero		State: IN		ZIP Code: 46034	
Engineer: Fritz Engineering			Phone: 317-324-8695		
Address:			Email*: ashton@fritz-eng.com		
City:		State:		ZIP Code:	
Attorney:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
Architect: Curran Architecture			Phone: 317-288-0681		
Address: 5745 Lawton Loop E. Dr. #200			Email*: scurran@curran-architecture.com		
City: Indianapolis		State: IN		ZIP Code: 46216	
Sign Company: CSI Signs			Phone: 317-867-2737		
Address:			Email*: amber@csi-signs.com		
City:		State:		ZIP Code:	
Landscape:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
OFFICE USE ONLY					
AROD Category			Docket #: PC-1224-07-DC		
<input type="checkbox"/> Sign Package	<input type="checkbox"/> New Construction		Date of Application: 11/22/24		
<input type="checkbox"/> Façade Improvement	<input type="checkbox"/> Other		Date of Expiration:		
Check List			Application Fee: \$200.00		
<input type="checkbox"/> Sign Package	<input type="checkbox"/> Lighting Plans		Date of Hearing: 12-11-24		
<input type="checkbox"/> Landscape Plans	<input type="checkbox"/> Building Elevations		Date of Decision:		
<input type="checkbox"/> Other: _____			<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		

331 E. JACKSON ST. P.O. Box 650 CICERO, IN 46034
PHONE: 317-984-5845 FAX: 317-984-5938 WWW.CICEROIN.ORG

Outdoor Patio Plan with notes. Inspiration photos for Landscape, lighting, outdoor bar attached.

RED BRIDGE BISTRO CICERO, IN



CONCEPTUAL SITE PLAN



36" tall Black Aluminum Fence as required by Alcohol Board.

Egress lighting over each of the 3 western facing doors.

Existing Landscape to remain with uplighting on larger trees similar to inspiration photos attached.

String Lighting over patio similar to inspiration photos attached.

Walk in cooler box to be colored to compliment brick and windows of existing building



0 30' 60'
SCALE: 1" = 30'

Existing view of patio area with existing trees. Trees may be pruned slightly to accommodate headroom for patio patrons.



Outdoor Patio Inspiration Photos.

Uplighting from trees at night with string lighting to accent.















Outdoor Par Inspiration Photos









**DEVLIN'S RESTAURANT
BRIGHTON, MA**

FABRICATION BY:



MINI WAREHOUSING, INC.

www.mini-warehousing.com









Qty: 1
3' X 3'
Double Side
Hanging



Qty: 1
3' X 3'
Double Side
Hanging



Qty: 1
3' X 3'
Single Side

Version: 06

Date: 11.27.2024

Approval: Signature

Printed

Date

By approving this artwork, customer is also approving all spelling and grammar, therefore relinquishing CSI from any fault for typo's not corrected by customer before production.
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CICERO / JACKSON TOWNSHIP PLAN COMMISSION

AESTHETIC REVIEW FINDINGS OF FACTS

Docket: PC- 1224-07-DC

Petitioner Name: Stellhorn Cicero

Findings of Fact/Decision Criteria:

The Plan Commission may approve, not approve, or approve with conditions. The Plan commission shall make written findings and issue a written decision:

The Petitioner has presented information to the Plan Commission which confirms compliance with all requirements of the Cicero/Jackson Township Aesthetic Review Regulations, Zoning Ordinances, Comprehensive Plan and all other applicable Town and Township Codes and Ordinances.

Findings of Facts:

This criterion has / has not been met.

Conditions Approved:

Signature: _____

Date: _____



CICERO/JACKSON
TOWNSHIP
PLAN COMMISSION

CICERO / JACKSON TOWNSHIP PLAN COMMISSION

CICERO / JACKSON TOWNSHIP
PLANNING AND DEVELOPMENT

NOV 26 REC'D

RECEIVED

AESTHETIC REVIEW OVERLAY DISTRICT APPLICATION

APPLICANT MUST COMPLETE THE FOLLOWING

Property Owner: <u>Steve Holt</u>			Phone: <u>317-626-9065</u>		
Property Address: <u>150 S Peru Street</u>			Email*:		
City: <u>Cicero IN</u>		State: <u>IN</u>		ZIP Code: <u>46034</u>	
Tenant Business Name: <u>Margaritas Grill</u>					
Petitioner/Contact: <u>Earl Medina</u>			Phone: <u>765-302-5539</u>		
Address: <u>400 W Jackson St</u>			Email*:		
City: <u>Cicero IN</u>		State: <u>IN</u>		ZIP Code: <u>46034</u>	
Cell Phone:			Fax:		
Current Property Use: <u>Restaurant</u>					
Proposed Property Use: <u>Restaurant</u>					
General Contractor/ Builder: <u>Earl Medina</u>			Phone: <u>765-302-5539</u>		
Address: <u>400 W Jackson St</u>			Email*:		
City: <u>Cicero IN</u>		State: <u>IN</u>		ZIP Code: <u>46034</u>	
Engineer:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
Attorney:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
Architect:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
Sign Company:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
Landscape:			Phone:		
Address:			Email*:		
City:		State:		ZIP Code:	
OFFICE USE ONLY					
AROD Category			Docket #: <u>PC-1224-08-NC</u>		
<input type="checkbox"/> Sign Package	<input type="checkbox"/> New Construction		Date of Application: <u>11/26/24</u>		
<input type="checkbox"/> Façade Improvement	<input type="checkbox"/> Other		Date of Expiration:		
Check List			Application Fee: <u>\$200.00</u>		
<input type="checkbox"/> Sign Package	<input type="checkbox"/> Lighting Plans		Date of Hearing: <u>12-11-24</u>		
<input type="checkbox"/> Landscape Plans	<input type="checkbox"/> Building Elevations		Date of Decision:		
<input type="checkbox"/> Other:			<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		

331 E. JACKSON ST. P.O. Box 650 CICERO, IN 46034
PHONE: 317-984-5845 FAX: 317-984-5938 WWW.CICEROIN.ORG



3350 N. High School Rd Suite J
Indianapolis, IN. 46224
Phone: 317-299-5622

INVOICE

CUSTOMER

Margaritas Mexican Grill

ADDRESS

150 S PERU ST

DATE

11/15/2024

CITY, STATE, ZIP

Cisero, In 46034

PHONE

317-929-9627

317-200-4649

ORDER BY: _____



SIGN



BANNER



T-SHIRT



MAGNETIC SIGN



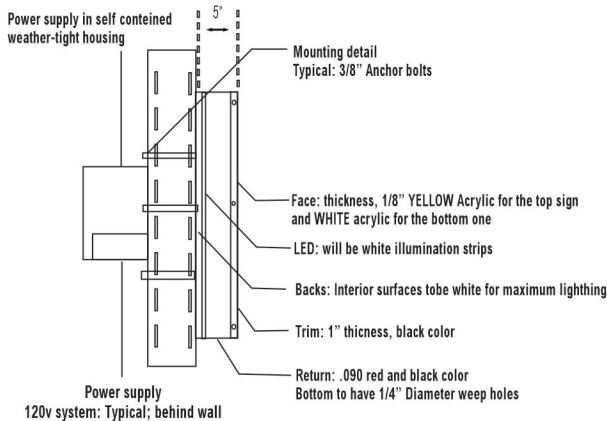
BUSINESS CARDS



CAR SIGNS



OTHER



*Note: all fasteners to be non-ferrous and all penetrations shall be sealed water tight

1/8 YELLOW & WHITE PLEXIGLASS
BANDED WITH 1" BLACK TRIMCAP SCREWED IN WITH MATCHING COLOR
ALL LETTERS TO BE ILLUMINATED BY AN INTERNAL SOURCE OF WHITE LED
AND 12V REMOTE TRANSFORMER

CHANNEL LETTERS

To be mounted on a raceway



- Installation included
- Electricity needs to be provided by the Customer
- Xtreme Signs is not responsible for any damage on your sign after complete installation caused by natural disasters (tornado, hail, fire, strong win, snow, or heavy rain)
- A fifty percent deposit is required in order to start this project.
- Note: The proposal may be withdrawn by Xtreme Signs & Graphics If not accepted within 30 days.

- The estimated time to complete is 3 - 4 weeks once the deposit is made, might take longer due to weather.
- This quote DOES NOT include sign permit. Permit is estimated to be \$ 375.00
- Signs proofs will be sent by Xtreme Signs Customer for approval.
- The remaining balance needs to be paid immediately when the job is complete.
- Xtreme signs has the right to remove the signs if you fail to pay the remaining balance.
- In case that we remove sign due to a failure of payment, there will be an additional fee for reinstallation plus the pending balance.
- Any changes to the signs after customer's proof approval will incur and additional charges
- Final proofs will be send by Xtreme signs once tenants approved the signs.
- No refunds

TOTAL

TAX

GRAND TOTAL

DEPOSIT

BALANCE

Customer Signature

Date

Xtreme Signature

Date

Osvaldo Reynoso

11/14/2024

CICERO / JACKSON TOWNSHIP PLAN COMMISSION

AESTHETIC REVIEW FINDINGS OF FACTS

Docket: PC- 1224-08-NC

Petitioner Name: Margaritas Grill

Findings of Fact/Decision Criteria:

The Plan Commission may approve, not approve, or approve with conditions. The Plan commission shall make written findings and issue a written decision:

The Petitioner has presented information to the Plan Commission which confirms compliance with all requirements of the Cicero/Jackson Township Aesthetic Review Regulations, Zoning Ordinances, Comprehensive Plan and all other applicable Town and Township Codes and Ordinances.

Findings of Facts:

This criterion has / has not been met.

Conditions Approved:

Signature: _____

Date: _____



CICERO/JACKSON TOWNSHIP PLAN COMMISSION

Director's Report

November 2024

Permit Revenue: November 2024 = \$5,491, YTD: \$58,861

November 2023 = \$6,614 YTD: \$92,079

Difference: Month = -\$1,123 YTD: -\$33,218

We have issued a total of 26 building permits for November 2024.

14 have been inside the corporate limits (of which 0 have been new homes).

We have issued 12 in Jackson Township (of which, 0 has been for a new home).

Estimated Cost of projects permitted \$960,013.

Please feel free to email, call or stop by the office anytime.

At your service!

Frank Zawadzki