

PLYMOUTH PLAN COMMISSION

December 5, 2023

The Plymouth Plan Commission met in regular session in the Council Chambers of the City Building, 124 North Michigan Street, Plymouth, Indiana on December 5, 2023, at 7:00 p.m.

Commission President Doug Feece called the meeting to order for Commissioners Alex Eads, Don Ecker Jr., Mark Gidley, Randy Longanecker, Beth Pinkerton, Angela Rupchock-Schafer, Linda Secor, Paul Wendel and Fred Webster answering roll call whom were physically present. Others present were Advisory Member David Hostetler, Building Commissioner Manuwal, City Attorney Surrisi, Plan Consultant Booker and Mayor Senter. The public was able to see and hear the meeting through Microsoft Teams.

Commissioners Webster and Eads moved and seconded to approve the minutes of last regular meeting of September 5, 2023. The motion carried.

The following legal notice was advertised in the Pilot Newspaper on November 22, 2023:

116
Legals

NOTICE OF PUBLIC HEARING
The Plan Commission of the City of Plymouth, Indiana will hold a hearing on December 5, 2023, at 7:00 p.m. in the Council Chambers of the City Building, 124 N. Michigan St. (Garro St. entrance), Plymouth, Indiana on the following matters:

PC 2023-12: The City of Plymouth Plan Commission will hold a public hearing to certify the approval of the Plymouth Forward 2040 Comprehensive Plan to City Council. Representatives from the Michiana Area Council of Government (MACOG) and the project Steering Committee will give a presentation of the draft Plan followed by an opportunity to hear public comments. The full draft Plan can be viewed online at www.plymouthforward.com and may be examined at the front desk in the City Building, or at the Plymouth Public Library, 201 N. Center Street, Plymouth, IN.

PC 2023-12: The City of Plymouth Plan Commission will hold a public hearing to certify the approval of the Plymouth Forward 2040 Comprehensive Plan to City Council. Representatives from the Michiana Area Council of Government (MACOG) and the project Steering Committee will give a presentation of the draft Plan followed by an opportunity to hear public comments. The full draft Plan can be viewed online at www.plymouthforward.com and may be examined at the front desk in the City Building, or at the Plymouth Public Library, 201 N. Center Street, Plymouth, IN.

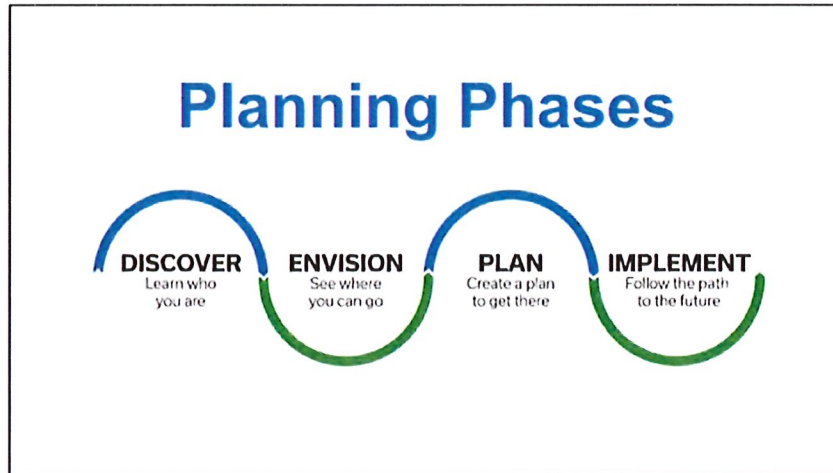
City Attorney Surrisi introduces the Steering Committee behind the Comprehensive Plan as seen below.

Steering Committee		
Allie Shook	Gary Neidig	Norma Rodriguez
Angie Rupchock-Schafer	Greg Hildebrand	Ralph Booker
Anna Kietzman	Jeff Houin	Sean Surrisi
Brent Martin	Kevin Berger	Ty Adley
Chelsea Smith	Laura Mann	
Connie Holzwart	Linda Yoder	
Don Ecker	Matt Davis	
Ed Rodriguez	Matthew Celmer	
Evelin Vargas	Mayor Mark Senter	
Fred Webster	Mitch Mawhorter	

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Surrisi states they have had a good representation of people that are very active across the community in lots of different roles. He expresses that it has been a real fun group to work with and they met quite a bit and it has been quite a rewarding process. He states having done this once before back in 2013, he felt like we got our hands dirty a little more with this wrestling with the ideas perhaps a little more than they did when they had a different team/ consultant working on it. He explains MACOG has done a really great job of guiding us. He introduces the phases as seen below of how they arrived to where they are now.



Surrisi states the discovery stage was in the latter part of last year, feeling where things are going, and then they spent time over the bulk of this year in this envision and planning stage. He explains they did a lot of outreaches to other people are reviewing their current plans. He states in the implementation section, once this plan is adopted, they will look at ways how they can bring it to life and accomplish the goals in it. He believes this is a really solid plan with a very active group that is going to start work and meeting at the first of January and meet frequently to keep the Comprehensive Plan in front of mind to make sure we are achieving the goals.



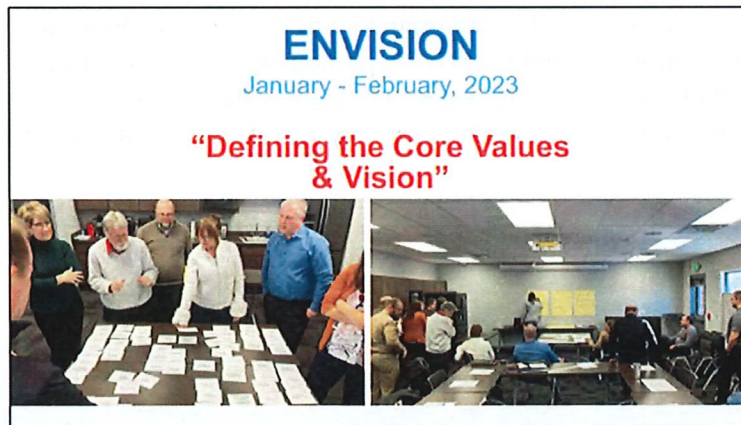
Chelsea Smith states the Discover phase kicked off the beginning of our meetings and they spent a lot of time defining what our assets, opportunities, & challenges were. She states they wanted to answer what their three main questions were from the beginning which were.

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- What does moving Plymouth Forward look like to us?
- What is going on today that is working towards achieving this vision?
- And lastly, what barriers exist today that are preventing us from achieving this vision?

Smith states they went through this exercise and then they asked the public to also go through this exercise. She states they went to different festivals to get different community engagement. She states at the Latino Festival they had Feedback Frames to answer the same questions so we can have a comparison to how each representative group responded. She explains they had 277 responses in the first survey, 110 responses in the 2nd survey, and then 59 participants in the focus group workshops. She states at the December meeting, MACOG and the Steering Committee conducted a Strengths, Weakness, Opportunities, Threats (SWOT) analysis, that became a community profile outlined in Chapter 2 of the plan. She states the community profile examines the current conditions to establish a baseline of where Plymouth is currently at today and then a forecasted future project to where they see it going. She explains this involves compiling demographic, housing, and economic data from the U.S. Census, the Bureau of Labor Statistics, the Bureau of Economic Analysis, and the Indiana Local Government Finance Tool. She states they put all of that together, they interviewed city departments, boards, and organizational leaders to learn their current conditions and major challenges they're facing. She states they took all of the information on what's working today and the barriers, and grouped similar ideas into common themes tailored to downtown, housing, parks and recreation, natural resources, cultural arts, economic development, public services and safety, land use, and education. She states the Community Profile and first round of public engagement wrapped up the Discovery phase. She explains Matthew Celmer will walk you through the Envision phase.



Celmer states he has been chairing the Crossroads Arts and Crafts Committee since 2019. He states he is the Director of Moon Tree Studios and a Professor of English and Humanities at Marion University and Ancilla College. He states he is originally from South Bend, has been in Polk Township for the last four years, but he has a Plymouth address. He states when they talked about defining the core values and our vision, that they really talked about the importance of community. He asks what they would want the community to look like, what they envision as important to this community, and putting that in perspective to what is going on at the regional level. He states that includes the work of Crossroads, South Bend Elkhart Regional Partnership, and MACOG. He states one of the things they discussed was the dynamic of collaborating both internally, as the City of Plymouth, and externally, within the broader Marshall County Community, as well as the broader region. He states in identifying those core values, he states defined collaboration as that primary driving factor. He states that includes transparency in the

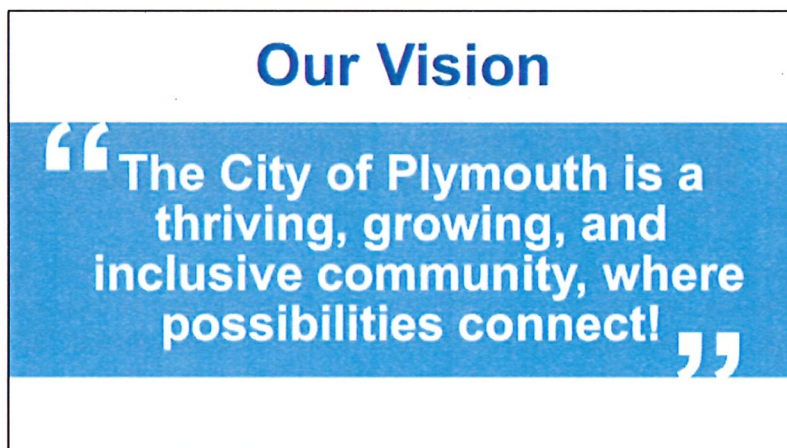
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process, and Donny Ritsema at MACOG did a great job at being inclusive throughout the projects to include feedback throughout the community, while encouraging and incentivizing feedback by going out to public events, inviting people to the table, and inviting feedback online. He explains sometimes it can be a hit or miss with how much feedback you get but everyone at the table had an opportunity to express their views and opinions with everyone being heard and listened to who wanted to share their opinions. He restates that collaboration was really a driving force behind what they wanted to accomplish. He explains what they want to build is a community table where everyone feels welcome and included to share their perspective no matter what their opinion is and be welcome to all diverse views.

Celmer states they also spoke about wellbeing. He explains they want this to be a thriving community where people feel safe and have opportunities to be healthy engaging in healthy activities. He states parks are often brought up in those conversations as well as trails. He states everything that goes into health and wellness, and the work that has been going on at the County level with the Health and Wellness Committee, has been really instrumental for being a driving force for how they think about health and wellbeing as not just something they want our hospital or doctor network to take care of. He states it should be something that is driven by infrastructure and projects that prioritize health and wellbeing as a real pivotal focus of our community.

Celmer states they came to a pretty unanimous consensus that they want Plymouth to grow. He states what that means is they want people to not just stay in Plymouth but to choose to come back to Plymouth. Celmer states they spoke a lot about brain drain, which is the dynamic of our younger generations having an incentive to stay in Plymouth to want to live here. He states in those conversations, the biggest form of feedback was having things to do, having opportunities, and treating Plymouth like it is a vibrant community where there are plenty of activities to do. He states the REES Theatre is a pretty large marquis project in the last few years that really is exciting to talk about as an opportunity to bring people together where people can come from around the area to participate in concerts, events of the arts, and a venue where people can collaborate as well. He states recognizing that growth is an important factor that shows they want Plymouth to grow in a way where everyone in this community can grow. He states they landed on the vision below.



Celmer states he enjoys this type of work. He states when we were coming back with the values and the vision that they were very intentional about the words they use, because it is not about being on a certain side of the political spectrum, but about saying this is for everybody. He states we want everybody to participate and have conversations no matter what you think, where you come from, no matter what you

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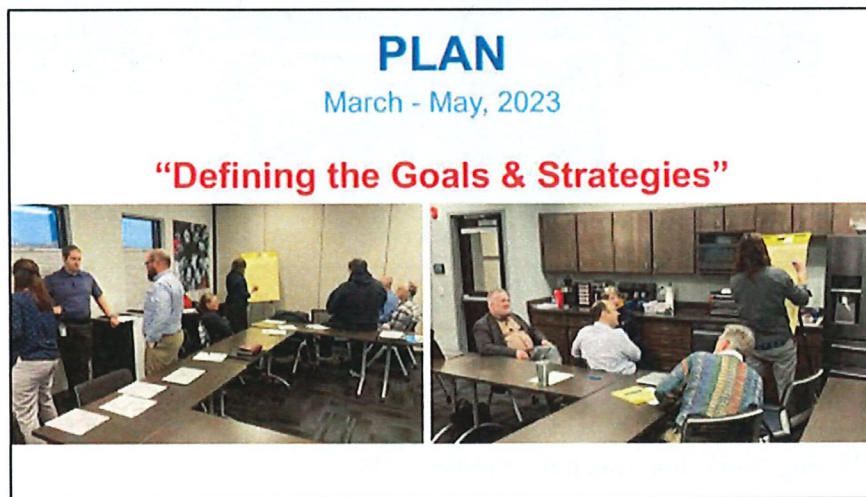
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believe so we want to build a thriving, growing, inclusive community, where possibilities connect. He states that encapsulates the hopes and dreams of everybody that was on the team. He states it took some time to arrive at this language but it was one they all felt good about where it really represents how we feel and where we want to take Plymouth into the future.

Surrisi states there were a lot of different adjectives that people threw out there and advocated strongly for but we all landed on this.

Ritsema adds if you all thought it was rough, imagine being the facilitator.

Smith believes they took a whole session to come up with that one sentence.



Ecker states they spent March into May defining the goals and strategies. He states the plan phase was simple but it is creating the action plan to chart the course on how we will achieve our vision in this critical process. He states it involves the creation of a road map and that is done by establishing goals and strategies that address the opportunities and challenges identified during the discovery phase. He states you can see the in the photos, this was our March meeting, defining the goals we need to addressed, organized by the 3 core values as seen below.



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Ecker states with a list of goals in hand, we wanted to do another round of engagement, this time specifically with stakeholders to garner their knowledge and expertise, and help us identify the action strategies to achieve the goals. He states they held three Focus Group Workshops, organized by the three values as seen below.



Ecker lists when each workshop was held.

- Growth Workshop was held on April 25, 2023.
- Collaboration Workshop was held on April 27, 2023.
- Wellbeing Workshop was held on May 3, 2023.



Ecker states they then went on to defining our priorities, which was fun. He states, following the workshops, as a committee, we reviewed all of the ideas to ensure they are realistic to Plymouth and implementable. He states it is one thing to have these large goals but if you do not have a plan to get there, then you are wasting your time and resources. He states at this time, we had also worked on creating the Future Development Character Map, Infrastructure Map, and Bicycle & Pedestrian Map, which displayed after our top priorities slide in the presentation. He states at this time they had Input Survey #2, which had 110 responses, helped define the top priorities. He explains they wanted to be sure this

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was not just confined to a committee and to open it up to as many people as they possibly could to get their input. He states they are not only residents to this city, but rather they live and work in this city. He states we want their input to help make Plymouth a destination, as Celmer mentioned earlier. He states we offered another round of engagement, starting with the Mayor's Month of Music on August 3rd, to share what the committee had identified as the top goals we would like to focus on, but we wanted to narrow our focus down even further by asking the public what they would like to see implemented first in the next 2 years. He states the prioritization activity was available as an online survey and we also offered it as a paper form, first at the Mayor's Month of Music on August 3rd. He states then we held a series of "Open City Hall" sessions at different days and times in August and September leading up to the Latino Festival on September 16th. He adds we also had a table set up at the Latino Festival.

Top Priorities

Collaboration
Goal: Work with local landlords, local businesses, and residents to maintain properties.

Wellbeing
Goal: Create, support, and promote safe and attractive places, neighborhoods, and streetscape.

Growth
Goal: Encourage infill and mixed use development.

**Goal: Protect and promote natural resources.
This is a underlining priority of the City's and will be an evaluation criteria used during the implementation of all of the goals and strategies.*

Ecker states for top priorities, their goal for collaboration is to work with local landlords, local businesses, and residents to maintain properties. He explains that has been an ongoing concern and there has been some action taken to help clean up some of these local landlord residences but they realize there is still a lot more work to do. He states their goal for wellbeing is to create, support, and promote safe and attractive places, neighborhoods, and streetscape. He states he feels that area with streets, sidewalks, and trails throughout the city is critical as it keeps us moving. He states the goal for growth is to encourage infill and mixed-use development. He adds another goal is to protect and promote natural resources as they are not out to destroy anything that is natural habitat or environment. He explains on page 53 for collaboration, you will see a list of goals and objectives. He lists example strategies for collaboration:

- Offer volunteer service day.
- Establish an Economic Development Target Area Program to help revitalize undeveloped land.
- Explore the option to create a match fund opportunity for property renovations.
- Increase the support to the Building Commission.

Ecker lists example strategies for wellbeing:

- Improve pedestrian safety at crossings in residential developments and major streets.
- Increase access to parks in undeserved neighborhoods and in destinations.
- Explore and offer incentives to improve homeowner and rental properties.

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Ecker adds one area that is currently being addressed is Harrison Street and that is something they have been wanting to address for some time. Ecker lists example strategies for growth:

- Review and amend the Zoning Ordinance to allow diverse and affordable housing options and mixed-use in targeted areas like downtown.
- Identify buildable lots.
- Stimulate infill and mixed-use development by offering incentives on targeted properties to help with active project support, grants, and cost sharing.
- Educate prospective purchasers of former industrial or old commercial buildings about the importance of environmental due diligence, and connect them to funding where applicable.

Ecker explains these are just some of the highlights they are talking about currently. He states for the identification of buildable lots that they are aware there is a need for additional housing and they have been successful with Centennial Crossings. He states there is also a project that is ongoing out on Nutmeg Road. He states they would like to spend time looking into more they can do.



Greg Hildebrand with Marshall County Economic Development Commission (MCEDC) introduces the Implementation part following the plan's adoption. He states a key component for implementation is continuing the momentum and excitement generated by the planning process. He explains one way to do this is through continued evaluation and monitoring of our success with implementing the priority action program. He states one of the things they suggest is there to be an agenda item placed on your agenda along with the city council agenda to review on a regular basis so it is always top of the mind awareness for how the Comprehensive Plan is evolving and how it relates to what is going on in the city. He states this approach ensures that the plan's progress remains at the forefront of discussions, enhancing transparency, accountability, and the overall effectiveness. He states the plan was developed by the Steering Committee with a broad representation of community leaders, organizations, and entities. He recommends establishing an Implementation Advisory Committee with using the Steering Committee as the representation of this Advisory Committee. He explains this could be done in the form of a resolution. He states initially, the Advisory Committee will meet monthly, ensuring active involvement during the plan's early stages. He states as momentum builds and strategies stabilize, meetings will transition to a quarterly schedule, balancing oversight with efficiency. He states we will continue to publicize and

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encourage the public to stay involved, and recognize and celebrate our achievements. He explains a big part of spending a year to develop this plan is that it is not just thrown away on a shelf somewhere but rather it becomes a forefront of what is being done and shown as progress throughout the city.

Donny Ritsema with Michiana Area Council of Governments (MACOG) introduces himself as the Senior Community Development Planner who helped facilitate and lead this Comprehensive Plan process with the city. He explains he does not have much to add other than just wanting to thank everyone who was a part of this process, along with the residents, and the community as a whole. He states it was really fun working with everyone and building real collaborative relationships through this process and he is looking forward to the future for whether new possibilities will be coming out in the City of Plymouth.

Webster states he sat on this Comprehensive Plan process but he wanted to thank everyone. He states Ritsema did a fantastic job putting everything together. He adds we did not always know where you were coming from with the timeline and everything but you really did a great job. He states a lot of work in the early phases as a lot of people had a lot of ideas. He explains it took a while to break those down to where they became a team and Ritsema had a lot of responsibility on that by helping them do that. He asks if it is perfect. He responds by stating it probably is not. He asks if there will be changes over the years. He responds by stating there is a chance. He thanks everyone who took their time and effort to do this and make Plymouth a better community.

Commissioners Webster and Eads moved and seconded to open the public hearing. The motion carried.

Brent Martin (15413 12th Road, Plymouth, IN 46563)

Martin states he is a member of the Steering Committee and urges you to favorably consider the Comprehensive Plan. He states he cannot add more to the kind words or information that has already been said. He asks everyone to take the time to read it and then read it again.

Commissioners Gidley and Webster moved and seconded to close the public hearing. The motion carried.

Commissioners Webster and Eads moved and seconded to approve PC 2023-12 with a favorable recommendation to the city council. The motion passed by roll call vote.

Yes: Eads, Ecker, Gidley, Longanecker, Pinkerton, Rupchock-Schafer, Secor, Webster, Wendel and Feece

No: None

Resolution No. 2023-1083, Order of the Plymouth Plan Commission Determining that a Resolution Amending the Declaratory Resolution and Plan Approved and Adopted by the Plymouth Redevelopment Commission Conforms to the Comprehensive Plan and Approving Said Resolution and Plan.

City Attorney Surrisi states a couple of months ago the Redevelopment Commission made some amendments to their Downtown TIF #2 plan to add two projects to their plan, which are the Water Street Townhomes Project and then support for the Yellow River Brewing Project. He explains that was approved and went through all the steps with your approval, city council approval, and a hearing back at

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the Redevelopment Commission. He states the Redevelopment Commission is now going through the process of preparing a bond financing that is going to provide some funding for support of those projects. He explains that a part of that is support for matching grant funds for a READI grant received for the Townhomes and in doing that it was decided that it would be best to make some amendments to the TIF allocation area. He states that is the legal mechanism that allows for the tax increment to be captured by the TIF district. He states there were two areas being carved out of the existing TIF and adding them into this new allocation area. He states the purpose of that is that the existing TIF #2 allocation area only has roughly eight years of life left in it before it expires under State Law and this new allocation area will have a 25-year life. He explains once these bonds are retired, there will be additional TIF revenue that will be generated from those projects that can be captured and used by other downtown projects. He states the Redevelopment Commission, in the future, will have to decide if they are still seeing development in the downtown occurring that they could reconfigure a new Downtown TIF District when the old one expires. He states this new TIF now could be a nucleus of the new Downtown TIF District because it is capturing all of the tax increment that will be generated off these new projects. He explains all of this will be similar to what was approved a couple months ago but just saying that those two projects are supported by the goals of our current Comprehensive Plan as well as the new Comprehensive Plan that has been recommended.

Commissioners Ecker and Longanecker moved and seconded to approve Resolution No. 2023-1083, Order of the Plymouth Plan Commission Determining that a Resolution Amending the Declaratory Resolution and Plan Approved and Adopted by the Plymouth Redevelopment Commission Conforms to the Comprehensive Plan and Approving Said Resolution and Plan as presented. The motion passed by roll call vote.

Yes: Eads, Ecker, Gidley, Longanecker, Pinkerton, Rupchock-Schafer, Secor, Webster, Wendel and Feece
No: None

RESOLUTION NO. 2023-1083

ORDER OF THE PLYMOUTH PLAN COMMISSION
DETERMINING THAT A RESOLUTION AMENDING THE
DECLARATORY RESOLUTION AND PLAN APPROVED
AND ADOPTED BY THE PLYMOUTH REDEVELOPMENT
COMMISSION CONFORMS TO THE COMPREHENSIVE
PLAN AND APPROVING SAID RESOLUTION AND PLAN

WHEREAS, the Plymouth ("City") Redevelopment Commission ("Commission") has previously adopted a declaratory resolution, as subsequently confirmed and amended to date (collectively, as amended, "Area Resolution") establishing the East Jefferson/Central Business District Economic Development Area (commonly known as and hereinafter referred to as "TIF #2 Area") and the East Jefferson/Central Business District Allocation Area ("TIF #2 Allocation Area"), and approved an economic development plan, as amended to date (collectively, as amended, "Original Plan"), all in accordance with IC 36-7-14 and IC 36-7-25 and all acts supplemental and amendatory thereto ("Act");

WHEREAS, on November 21, 2023, the Commission adopted a resolution amending the Area Resolution ("Amending Declaratory Resolution") and Original Plan to: (i) expand the TIF #2 Area by adding certain parcels set forth in Section 1 of the Amending Declaratory Resolution to the TIF #2 Area; (ii) amend the TIF #2 Allocation Area by removing certain parcels set forth in Section 2 of the Amending Declaratory Resolution; (iii) designate the Water Street Allocation Area consisting of the parcels set forth in Section 8 of the Amending Declaratory Resolution (to be commonly known as the "TIF #8 Allocation Area"); and (iv) add the construction of a new townhome/commercial development and the development of a brewery/restaurant within the TIF #8 Allocation Area, in, serving or benefiting the TIF #2 Area to the list of projects in the Original Plan ("2023 Plan"); and

WHEREAS, the Act requires approval of the Amending Declaratory Resolution and the 2023 Plan by the Plymouth Plan Commission ("Plan Commission");

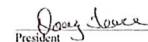
NOW, THEREFORE, BE IT ORDERED BY THE PLYMOUTH PLAN COMMISSION, AS FOLLOWS:

1. The Amending Declaratory Resolution and the 2023 Plan for the TIF #2 Area, as amended, conform to the City's Comprehensive Plan adopted in 2013, as well as with the City's 2023 Draft Comprehensive Plan currently in the adoption process.
2. The Amending Declaratory Resolution and the 2023 Plan are in all respects approved.

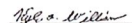
3. The Secretary of the Plan Commission is hereby directed to file a copy of the Amending Declaratory Resolution and the 2023 Plan with the permanent minutes of this meeting.

Passed by the Plymouth Plan Commission on this 5th day of December, 2023.

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President

ATTEST:


Secretary

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Other Business:

City Attorney Surrisi adds this will be his last Plan Commission meeting and it has been a pleasure working with you all these last twelve years.

Gidley asks Building Commissioner Manuwal what the situation is with the County's Building Commissioner. He asks if he has been released to come back to work yet.

Manuwal responds by stating he came back to work and yesterday he turned in his notice.

Gidley states he is aware the added workload you had was affecting your code enforcement. He asks if he envisions that still affected code enforcement.

Manuwal responds by stating he is not handling the duties of the County Building inspections currently.

Gidley asks even after resigning.

Manuwal responds by stating he is still working. He states he did not get a chance to talk with him today but from his understanding, he turned in his resignation and he will be there until the 1st of the year. He states the position is posted on the county's website so they are actively looking.

Gidley asks for clarification that he is doing any work for the county until the end of this month.

Manuwal responds in agreeance and states right now he is trying to get caught up.

Gidley states he does not want to make a big deal about it but you do wear a lot of hats.

Ecker appreciates Gidley sharing that concern as that was a concern of his along with several members of the council had in a previous meeting. He states it is a legitimate concern having him overworked. He states Manuwal was man enough to admit that it has become quite a bit on his plate. He explains they put it into the agreement between the county and the city that they were going to support as best we can but have a date no later than January 31st to sit down and reevaluate it, if they had to. He states the focus for Manuwal has been the city and that will continue but be there to assist the county whenever we can. He explains he did not know he submitted his resignation.

Manuwal states he found out today as well.

Mayor Senter asks for clarification that the County's Building Commissioner will be working until the end of the year.

Manuwal responds by stating from what he understands.

Gidley asks if Manuwal does abandoned cars. He asks if the Police Department does that. Manuwal agrees. Gidley asks if he passes those on when he sees them.

Manuwal responds by stating he has in the past.

Feece states he knows they have asked a couple times about the parking lot at Cashen Creek Florist. He

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states it is not paved yet and it has been in for over a year so it is supposed to be. He states it is the same with Auto Park.

Gidley asks if the county's lot is paved across from the court house.

Manuwal responds by stating for the County, he does not see anyone using that.

Gidley states he does not see anyone using it either but they need to pave it if they want to call it a parking lot. He asks who would deal with parking lots not being paved.

Manuwal responds by stating it would be him. He states he can reach out to them.

Feece thanks Mayor Mark Senter and City Attorney Sean Surrisi for the last 12-16 years. He explains it has been a real pleasure to know when you ask a question that you receive a direct answer. He really appreciates everything Surrisi has done as he has made him look good a couple of times. He explains he knows how to fix your car but he can't begin to tell you how to write a letter. He expresses a heartfelt thank you to them for everything they have done.

With there being no other business to come before the Commission, Commissioners Webster and Longanecker moved and seconded to adjourn the meeting. The motion carried and the meeting adjourned at 7:36 p.m.



Kyle Williams, Recording Secretary