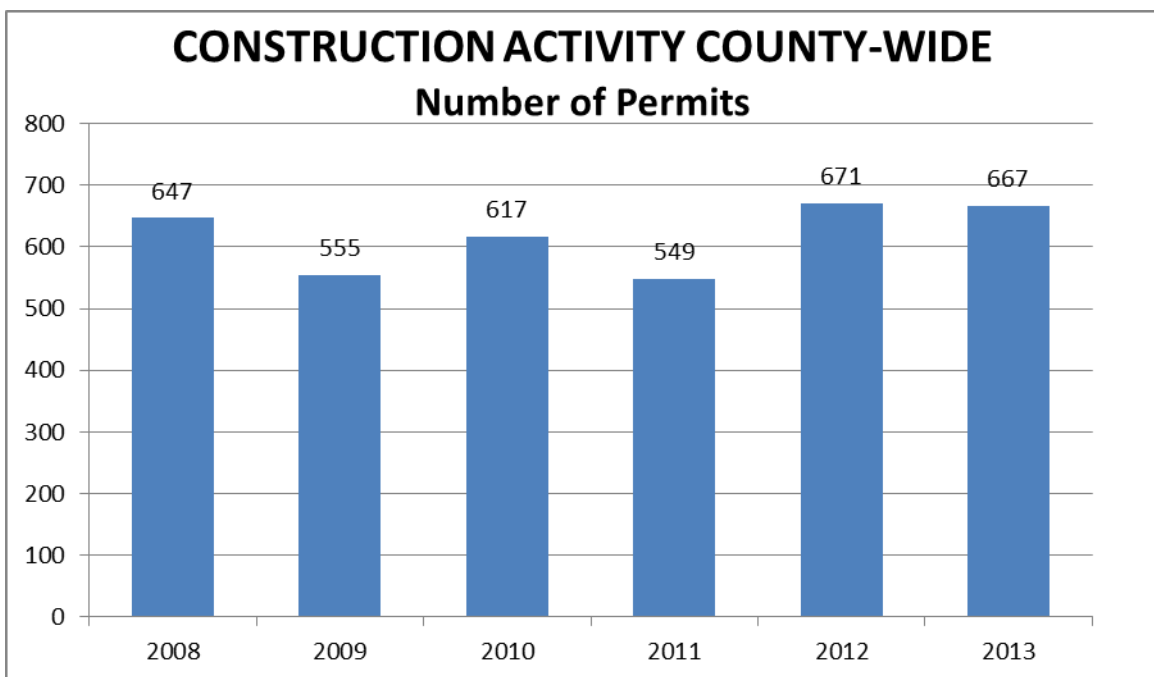


2013 ANNUAL REPORT



**COLUMBIA CITY/WHITLEY COUNTY
JOINT PLANNING & BUILDING
DEPARTMENT**

COUNTY-WIDE VITAL STATISTICS

BUILDING

BUILDING PERMITS ISSUED: 667

NEW HOMES CONSTRUCTED: 89

INSPECTIONS COMPLETED: 2,973

NEW COMMERCIAL BUILDINGS: 10

BUILDING DEPARTMENT MILEAGE: 34,302

DEMOLITION PERMITS ISSUED: 12

UNSAFE BUILDING VIOLATIONS: 17

UNSAFE BUILDING ORDERS ISSUED: 4

PLANNING

IMPROVEMENT LOCATION PERMITS ISSUED: 464

MOBILE HOME RENEWALS: 6

POND PERMITS ISSUES: 6

CODE VIOLATION NOTICES: 6

PLAN COMMISSION/BZA APPLICATIONS: 7/46

PUBLIC MEETINGS HELD: 43

TOTAL DEPARTMENT FEES COLLECTED: \$ 85,265.02

DEPARTMENT EMPLOYEES

Executive Director.....	David M. Sewell, AICP
Chief Building Inspector.....	Craig W. Wagner, CBI
Office Administrator.....	Angela Campbell (Resigned 12/20/13)
Office Administrator	Amanda Morford (Began 12/30/13)
Assistant Planner	Cathy Gardner
Secretary(part-time)	Tammy Rumsyre (Resigned 9/6/13)
Secretary (part-time)	Aleta Koch (Began 9/9/13)
Building Inspector(part-time).....	Daniel Bishop
Building Inspector(part-time).....	Allen McCoy

220 W. Van Buren Street
Suite 204
Columbia City, IN 46725
phone: (260) 248-3112
fax: (260) 248-3157
e-mail: wcplanning@whitleygov.com

What we do

In 1987, the Joint Planning and Building Department was created, combining the offices of the Columbia City and Whitley County Plan Commissions.

Current responsibilities of the office, which has planning/zoning/building jurisdiction over the City of Columbia City, unincorporated County, and the Towns of Churubusco, Larwill, and South Whitley are:

- * review all rezoning, special exception, variance, and subdivision applications that are filed - prepare staff reports, attend board and commission meetings to provide advice and recommendations
- * prepare amendments to codes and ordinances to maintain compliance with state law, to expedite review of development proposals, and to improve the quality of life in the county
- * review and issue building permits, schedule and complete inspections, prepare violation notices, complete reinspections
- * conduct unsafe building inspections and enforce through courts
- * review development plan applications for all new commercial and industrial projects
- * assist Whitley County Economic Development on economic development activities
- * administer flood plain program for County
- * assist citizens, developers, attorneys, realtors on planning/zoning/building/development questions

2013 COMMISSION/BOARD MEMBERS

Churubusco Plan Commission

Vince McEntee, Chairman
Brenda Saggars, Vice-Chairman
Ken Bultemeier
Paula Grawcock (Replaced Donna Tom)
Jeremy Hart
Wayne Krider (Replaced Jack Burks)
Alan Malcolm
Bob Martin
Pat Stanford

Columbia City Plan Commission

Doug Graft, Chairman
Jeff Walker, Vice-Chairman
Scott Allison
Jon Kissinger
Don Langeloh
Dennis Warnick
Dan Weigold
Larry Weiss
Jacie Worrick

South Whitley Plan Commission

Anna Simmons, Chairman
Karen Jordan, Vice-Chairman (Replaced Marcia Clupper)
Bill Boggs
Tom Dome (Replaced George Roth)
Joe Kessie (Replaced James Yeager)
Wendy Lude (Replaced Randy Simpson)
Steve Smith
Tony Starkey
Wayne Swender (Replaced Michael Krause)

Whitley County Plan Commission

Dave Addison, Chairman
Doug Wright, Vice-Chairman
Brandon Forrester, Secretary
John Johnson
Kenny Kerch
Mark Mynhier (Replaced Bill Auer)
Paula Reimers
George Schrupf
Brad Wolfe

Churubusco BZA

Vince McEntee, Chairman
David Crabill, Vice-Chairman
Roger Bayford
Ken Bultemeier
Debra Rohrer (Resigned 6/13)

Columbia City BZA

Dwayne Knott, Chairman
Jon Kissinger, Vice-Chairman
Marquis Jones
Anthony Romano
Dennis Warnick

South Whitley BZA

Randy Cokl, Chairman
Judy Earnhart, Vice-Chairman
Frank Baldrige
James Yeager (Resigned 4/13)
Joel Yeager

Whitley County BZA

Danny Wilkinson, Chairman
Tim Denihan, Vice-Chairman
Will Klein
Mark Mynhier (Replaced Bill Auer)
Doug Wright

Joint Advisory Board

Kim Wheeler, Chairman
Mayor Ryan Daniel, Vice-Chairman
Jim Bayman
Brandon Forrester
Don Langeloh
Nicole Penrod
George Schrupf

2013 ACCOMPLISHMENTS

◆ Planning –

- ◆ Reviewed Development Plan applications for approval by the Whitley County Plan Commission Development Plan Committee.
- ◆ Reviewed Development Plan applications for approval by the Columbia City Plan Commission Executive Committee.
- ◆ Assistance to the Town of Churubusco in administering Zoning and Subdivision Ordinance enforcement and staff assistance to Churubusco Plan Commission and Board of Zoning Appeals, and utility project reviews.
- ◆ Assistance to the Town of South Whitley in administering Zoning and Subdivision Ordinance enforcement and staff assistance to South Whitley Plan Commission and Board of Zoning Appeals, and utility project reviews. Assisted the Town with the selection of a consultant to prepare a comprehensive plan.
- ◆ Participated in a workshop and on-going meetings with Northeast Indiana communities on improving the permitting process through High Performance Government and the Vision 2020 Initiative.
- ◆ Participated with FEMA and IDNR in a community meeting to review preliminary maps updating the flood plain designations on county properties.
- ◆ Assisted the Whitley County Economic Development Corporation on industrial prospects analysis and community information updates.

◆ Building -

- ◆ Assisted/resolved various unsafe building issues for the County and the towns of Churubusco, Columbia City and South Whitley.
- ◆ Maintained on-time inspection schedules while working with reduced part-time building inspector availability.
- ◆ Northeastern Indiana Association of Building Officials meetings, which included 22 departments, and Local and State Building and Fire Inspectors. The meetings feature code training sessions, open session code enforcement discussions and presentations by construction industry suppliers and manufacturers. The department hosted Building and Fire Inspectors from Northern and Central Indiana for ICC Code Certification tests in 2013. The department is 1 of 2 pencil and paper testing sites in Indiana.
- ◆ Mr. Wagner served as Code Seminar Instructor for the Indiana Association of building Officials.
- ◆ Served on Whitley County Emergency Planning Committee.
- ◆ Represented the department at Whitley County Expo booth.
- ◆ Assisted County Officials with safety inspection of County owned structures.

◆ ONGOING PROJECTS

- ◆ Economic Development projects – all jurisdictions
- ◆ Downtown improvement and revitalization – Churubusco and South Whitley
- ◆ Comprehensive Plan review – Churubusco, Columbia City and South Whitley
- ◆ Subdivision Ordinance amendments – Whitley County
- ◆ Utility Improvement projects – all jurisdictions
- ◆ Northeast Indiana Permitting Excellence Certification Program

PLAN COMMISSION / BZA APPLICATIONS

CHURUBUSCO

Development Plan Review	0
Rezoning	1 (Withdrawn)
Special Exception	1 (Denied)
Subdivision	0
Subdivision Replat	0
Variance	0
Zoning Ordinance Amendment	0

- The Churubusco Board of Zoning Appeals denied a request for a Home Occupation Special Exception for a gift shop.
- A petition for an amendment of the Churubusco Zoning Map to rezone property from the R-1, Single Family Residential District to the R-2, Two-Family Residential District was withdrawn.

COLUMBIA CITY

Advisory	0
Development Plan Review	2
Rezoning	1
Special Exception	3
Subdivision	0
Subdivision Replat	0
Variance	5
Zoning Ordinance Amendment	1

- The Columbia City Plan Commission reviewed the development plans for Heavy Truck & Equipment Repair and St. Paul of the Cross Community Center, and recommended the rezoning of property for Wayne Waste Oil Site PRP Group by reclassifying from the A-1, Agricultural District to the I-1, Industrial District.
- A Zoning Ordinance amendment of Chapter 11, Signs was approved.
- The Columbia City Board of Zoning Appeals approved Variances of the setback requirements and Special Exceptions were approved for an in-home child care, open display used cars facility and a home occupation floral shop.

COUNTY

Advisory	1
Rezoning	1
Special Exception	11
Subdivision	3
Subdivision Replat	0
Variance	26 (1 Withdrawn)
Zoning Ordinance Amendment	0

- The Whitley County Plan Commission granted plat approval for 3 subdivisions which totaled 3 residential lots and contained a total of 23.54 acres. Development plan review was given to 80/20, Inc., Whitley County Redevelopment Commission (Rail Connect Park) and Sound Ideas.
- The Commission recommended the rezoning of a parcel for Christopher Sluyter reclassifying from the RR, Rural Residential District to the VC, Village Commercial District.
- The Whitley County Board of Zoning Appeals approved Special Exceptions, which included an indoor shooting range, second dwelling units, home occupations for a photography studio & gunsmithing business, the number of animal units for a confined feeding operation, and a bed & breakfast and corporate retreat. Variances approved were of the setback requirements.

SOUTH WHITLEY

Advisory	0
Rezoning	0
Special Exception	0
Subdivision	0
Variance	1
Zoning Ordinance Amendment	0

- The South Whitley Plan Commission held meetings to continue their discussion regarding the future plans for the town. The Commission began the process for creating a Comprehensive Plan.

CONSTRUCTION ACTIVITY – CHURUBUSCO

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	2	\$ 326,000
Multi-Family Dwellings	0	0
Manufactured/Mobile Homes	0	0
Residential Additions	1	3,000
Residential Accessory Buildings	2	80,000
Agricultural Buildings	0	0
Commercial/Industrial	0	0
Commercial/Industrial Additions	0	0
Institutional	0	0
Institutional Additions	0	0
Miscellaneous	20	394,075
TOTAL	25	\$ 803,075

- ◆ Major renovation project for Precision Sharpening and minor renovations of various churches as well as Churubusco Park was completed in 2013.

CONSTRUCTION ACTIVITY - COLUMBIA CITY

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	24	\$ 3,711,000

Two Family/Multi Family	0	0
Manufactured/Mobile Homes	2	4,500
Residential Additions	12	156,100
Residential Accessory Buildings	30	318,450
Agricultural Buildings	0	0
Commercial/Industrial	5	573,000
Commercial/Industrial Additions	4	705,000
Institutional	1	925,000
Institutional Additions	0	0
Miscellaneous	104	3,263,135
TOTAL	182	\$ 9,656,185

- ◆ Commercial construction projects and expansions for 2013 included: WC Council on Aging, Omni Source, Real Estate Equities, Smith & Sons Funeral Home, Heavy Truck & Equipment Repair, Columbia City Water Department, Quality Auto, Dunham's Sporting Goods, Passages, Star Financial Bank, Eagles Lodge, Taco Bell, Main Bowl, Morsches Park & WC 4-H Clubs.

CONSTRUCTION ACTIVITY - COUNTY

	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
Single Family Dwellings	63	\$14,031,500
Manufactured/Mobile Homes	17	884,800
Residential Additions	41	1,855,550
Residential Accessory Buildings	136	3,904,625
Agricultural Buildings	10	1,670,500
Commercial/Industrial	5	1,993,000
Commercial/Industrial Additions	6	5,494,000
Institutional	0	0
Institutional Additions	0	0
Ponds	6	53,200
Miscellaneous	157	1,634,275
TOTAL	441	\$31,521,450

- ◆ Construction projects and expansions in 2013 for the County included: 80/20, Inc., Warner Electric, Impact CNC, Whitley County Redevelopment Commission-Rail Connect Park, Sound Ideas, USSI, Triad Metals, Sweetheimer Trash Removal, Red Star Contract Manufacturing, M & D Custom Cabinetry and Todd's Auto Electric.

CONSTRUCTION ACTIVITY - SOUTH WHITLEY

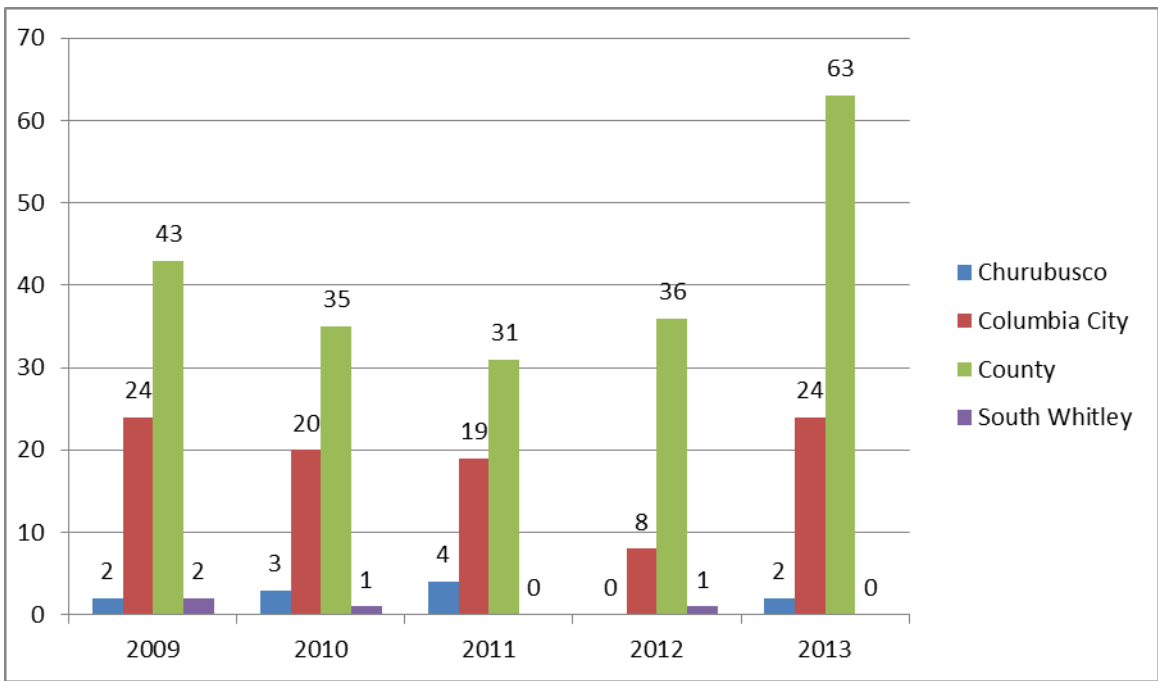
	<u>NUMBER OF PERMITS</u>	<u>ESTIMATED VALUE OF CONSTRUCTION</u>
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Single Family Dwellings	0	\$	0
Two Family/Multi Family Dwellings	0		0
Manufactured/Mobile Homes	0		0
Residential Additions	2		38,000
Residential Accessory Buildings	4		19,100
Agricultural Buildings	0		0
Commercial/Industrial	0		0
Commercial/Industrial Additions	0		0
Institutional	0		0
Institutional Additions	0		0
Miscellaneous	19		51,350
TOTAL	25	\$	108,450

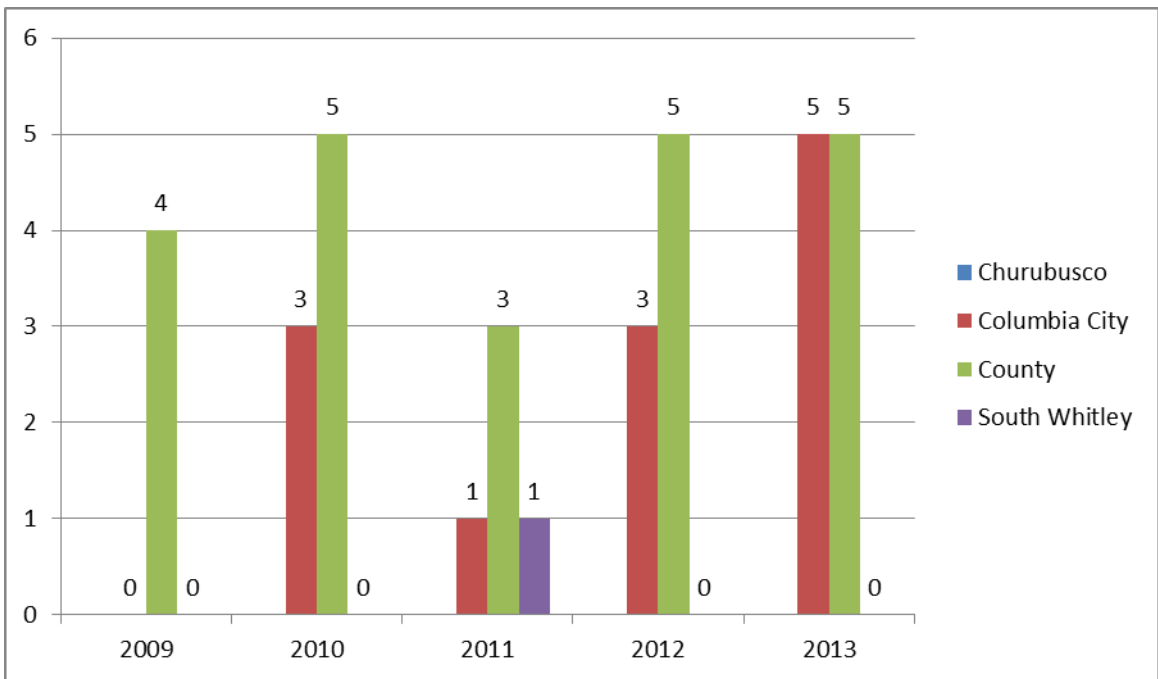
CONSTRUCTION ACTIVITY - COUNTY-WIDE

	<u>2012</u>		<u>2013</u>	
	PERMITS	EST. VALUE OF CONSTRUCTION	PERMITS	EST. VALUE OF CONSTRUCTION
Single Family Dwellings	45	\$ 9,986,000	89	\$18,068,500
Two Family	2	279,000	0	0
Multi-Family	0	0	0	0
Manufactured Homes	6	653,000	9	854,000
Mobile Homes	6	41,200	10	35,300
Residential Additions	84	2,852,150	56	2,052,650
Residential Accessory Buildings	149	3,664,875	172	4,322,175
Agricultural Buildings	14	1,635,500	10	1,670,500
Commercial/Industrial	8	7,824,000	10	2,566,000
Commercial/Industrial Additions	3	934,000	10	6,199,000
Institutional	3	1,560,000	1	925,000
Institutional Additions	1	4,775,000	0	0
Miscellaneous	350	5,866,391	300	5,342,835
TOTAL	671	\$40,071,116	667	\$42,035,960

Single-Family Dwellings



Commercial/Industrial Buildings



YEARLY COMPARISONS

	<u>2011</u>	<u>2012</u>	<u>2013</u>
BUILDING PERMITS			
Churubusco	37	35	25
Columbia City	144	177	182
County	329	419	435
South Whitley	39	40	25

TOTAL	549	671	667
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	<u>2011</u>	<u>2012</u>	<u>2013</u>
IMPROVEMENT LOCATION PERMITS			
Churubusco	25	19	12
Columbia City	79	96	111
County	228	294	331
South Whitley	25	20	10

TOTAL	357	429	464
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INSPECTIONS COMPLETED	2,369	2,734	2,973
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NEW HOMES CONSTRUCTED

Churubusco	4	0	2
Columbia City	19	8	24
County	31	36	63
South Whitley	0	1	0

PLAN COMMISSION/BZA APPLICATIONS

Churubusco	3	6	2
Columbia City	6	10	10
County	48	46	40
South Whitley	2	0	1

FEES COLLECTED

CHURUBUSCO

Planning Fees	\$ 5,352.77
Building Fees	\$ 1,700.00

COLUMBIA CITY

Planning Fees	\$ 3,845.85
Building Fees	\$ 12,438.00

COUNTY

Planning Fees	\$ 13,753.40
Building Fees	\$ 42,360.00

SOUTH WHITLEY

Planning Fees	\$ 5,160.00
Building Fees	\$ 655.00

TOTAL	\$ 85,265.02
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Note: Total fees collected of \$ 85,265.02 accounted for 43% of the total Department budget expenditures. Fees for 2011 totaled \$69,777.42, which accounted for 36%.