



PLAN COMMISSION STAFF REPORT

To: Members of the Plan Commission

From: Sergio Mendoza, Planning Director

Meeting Date: May 14, 2023

Agenda Item: PC 24-005

Application Type: PUD Amendment, Signage Design Criteria

Hearing: Preliminary

Summary: Jay Lieser with Maple Leaf Crossing, LLC, representing Maple Leaf Crossing Development is requesting to amend the Maple Leaf Crossing Planned Unit Development to modify the Signage Design Criteria of Lot 1, located at 9410 Calumet Avenue.

Applicant: Jay Lieser, Maple Leaf Crossing, LLC

Property Address: 9410 Calumet Avenue

Current Zoning: Planned Unit Development - Maple Leaf

Adjacent Zoning: North: SD-PUD
South: SD-PUD
East: SD-PUD
West: SD-PUD

Applicant Requesting: Public Hearing

Actions Required: Continue Preliminary Hearing or Schedule Public Hearing
Review Code Reference
Review Exhibits

Staff Recommendation: Continue Preliminary Hearing to June 11, 2024 to allow staff time to adequately review the Amendment to the Maple Leaf PUD.

- Attachments:**
1. PUD Amendment Application, Exhibit A (pg 5).
 2. Supporting Document, Exhibit B (pg 6).

PROJECT LOCATION

9410 Calumet Avenue, Lot 1 of Maple Leaf Crossing Development.



The proposed structure for Signage Design Criteria amendment is the four-story building at the southwest corner of Calumet Avenue and Maple Leaf Boulevard.

PROJECT BRIEFING

Staff has not reviewed the application or supporting documents. Staff was informed that an Amendment to the Maple Leaf PUD was to be filed for signage at 9410 Calumet. Staff requests that the applicant provide a detail briefing of the proposed Amendment to the Maple Leaf PUD.

CODE REFERENCE**TOWN OF MUNSTER CHARACTER BASED ZONING CODE**

26-6.804. L. 9. Specifics Supplemental Provisions Related to Planned Unit Developments. (pg 402)

k. The procedure for...amending an existing SD-PUD...shall be as follows:

xiii. The Plan Commission may recommend ... amendment to the SD-PUD...provided that it finds that:

- I. The proposed Development in the SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District will not detrimentally affect present or potential property values or Uses of Adjacent property or elsewhere in Town.
- II. The proposed Development in the SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District adequately takes into account existing and proposed conditions and character of the land, Uses, Buildings, and Development proposed to be subject to the SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District and within all Adjacent Districts.
- III. The proposed Development in the SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District will have a beneficial effect on the Town, which could not be achieved if the SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District were not approved and the such Development was developed under the standards of any other District.
- IV. Any deviation from the standards or requirements that otherwise would be applicable with another District is warranted by the design and amenities incorporated in the Development Plan.
- V. The SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District is necessary to address unique site conditions that are not characteristics of other sites in the Town and the application and Development Plan adequately address the same.
- VI. The proposed SD-PUD Planned Unit Development Special District or amendment to SD-PUD Planned Unit Development Special District and the Development proposed therein are:
 - 1) either compatible with the land and existing or anticipated Development Adjacent to such SD-PUD Planned Unit Development Special District or the land and existing or anticipated Development Adjacent to such SD-PUD Planned Unit Development Special District can be planned in coordination with the proposed Development within such SD-PUD Planned Unit Development Special District;
 - 2) the most desirable Development and Use(s) for which the property subject to the proposed SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District is adapted; and
 - 3) constitute responsible growth and Development.

- VII. The proposed SD-PUD Planned Unit Development Special District or amendment to SD-PUD Planned Unit Development Special District is in conformance with the general intent of this Article and the Comprehensive Plan.
- VIII. Existing and proposed Thoroughfares are suitable and adequate to carry anticipated traffic within the proposed SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District and its vicinity.
- IX. Existing and proposed utility services are adequate for the proposed Development within the proposed SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District.
- X. Each phase of the proposed Development within the proposed SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District, contains the required parking spaces, and landscape and utility areas necessary for creating and sustaining a desirable and stable environment.
- XI. The proposed SD-PUD Planned Unit Development Special District or amended SD-PUD Planned Unit Development Special District and all proposed Buildings, parking accommodations, and landscape and utility areas therein can be completely Developed within fi ve (5) years of the initial establishment of the District.
- XII. All conditions and requirements of Sections 26-6.804.L.9.a - .k have been satisfied.

STAFF FINDINGS and RECOMMENDATION

Staff received an application and supporting documents for PC 24-005 at 3pm on Thursday, May 9, 2024, the filing deadline was Tuesday, April 23, 2024. Staff has not been afforded the time to properly review an application to Amend the Maple Leaf PUD and recommends the applicant present the request to the Plan Commission.

MOTION

The Plan Commission may consider one of the following motions:

Motion to continue the Preliminary Hearing to June 11, 2024 for PC 24-005

Motion to schedule a June 11, 2024 Public Hearing for PC 24-005



Exhibit A

Petition PC 24 - 005

Date: _____

Application Fee: \$ _____

Sign Fee: \$ _____

Town of Munster Plan Commission Petition Application

OWNER INFORMATION:

MAPLE LEAF CROSSING, LLC 219-746-0753
Name of Owner Phone Number

400 FISHER ST, SUITE J JACK LIESER @ AOL.CC
Street address, City, ST, ZIP Code Email address
MUNSTER, IN 46321

APPLICANT OR PETITIONER INFORMATION (if different than above):

JAY LIESER 219-746-0753
Name of Applicant/Petitioner Phone Number

400 FISHER, SUITE J
Street address, City, ST, ZIP Code Email address
MUNSTER, IN 46321

PROPERTY INFORMATION:

Business or Development Name (if applicable) PUD
MAPLE LEAF CROSSING
Address of Property or Legal Description Current Zoning
9410 CALUMET AVE

APPLICATION INFORMATION:

Please select what this Application is for:

- Subdivision If yes, select one of the following: Preliminary Plat Final Plat
- Development Plan Review

Rezoning (including Planned Unit Development) – Proposed Zoning District
PUD AMENDMENT SIGNAGE FOR 9410 CALUMET AVE

Brief Description of Project:

FLAT CUT ALUMINUM LETTERING PAINTED BLACK
AND PINNED/STUD MOUNTED INTO LIMESTONE
FACADE

Name of Registered Engineer, Architect or Land Surveyor Phone Number

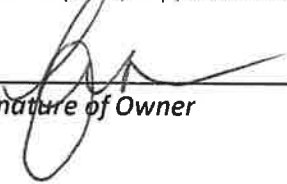
Street address, City, ST, ZIP Code Email address



Petition PC 24 - 005

Town of Munster Plan Commission Application Signature Page

I hereby authorize JAY LIESEL to act on my behalf as my agent in this petition and to furnish, upon request, supplemental information in support of this petition application.


Signature of Owner

5/9/24
Date

Signature of Applicant

Date

REQUIRED ATTACHMENTS

Required Attachments for Plan Commission Applications

To ensure that adequate information is provided to the Plan Commission, please check off each of these items and provide documentation to the Community Development Department at the time of submittal of the application.

ALL APPLICATIONS	Included	N/A
Narrative statement describing project		
Property owner consent (Signature page)		
Proof of Ownership (e.g. copy of tax bill)		
Current ALTA Survey		
Vicinity Plan (A dimensioned drawing to scale of the planned building(s)/improvements in the context of the surrounding properties, including existing buildings and driveways at least one block in every direction)		

The following pages list the additional attachments required for specific applications. Please refer to your type of petition request and provide the additional required attachments.

SUBDIVISION - PRELIMINARY PLAT	Included	N/A
Single-Family Residential Subdivision		
Preliminary Plat		
Engineering Plans		
Storm Water Report		
Commercial or Multi-Family Residential Subdivision		
Preliminary Plat		
Engineering Plans		
Storm Water Reports		
Preliminary Development Plan containing:		
Boundary identification		
Fire hydrant locations		
Accessory structures		
Parking lot design		
Utility location		
Building footprints		
Proposed curb cuts		
Drainage/detention plans		
Traffic circulation		
Ingress/egress locations		
Major topographic information		
Infrastructure improvements		

SUBDIVISION - FINAL PLAT	Included	N/A
Final Plat		
Engineering Plans		
Stormwater report		
Special Studies as required – see Site Plan Review Committee minutes		

REZONING (including PLANNED UNIT DEVELOPMENT amendments)	Included	N/A
Preliminary Development Plan containing at a minimum:		
Boundary Identification		
Fire hydrant locations		
Accessory structures		
Parking lot design		
Utility location		
Building footprints		
Proposed curb cuts		
Drainage/detention plans		
Traffic circulation		
Ingress/egress locations		
Major topographic information		
Proposed Use table		
Stormwater report		
Special Studies as Required– see Site Plan Review Committee minutes		

DEVELOPMENT PLAN	Included	N/A
Detailed Site plan including:		
Boundary identification		
Fire hydrant locations		
Accessory structures		
Parking lot design		
Utility location		
Building footprints		
Proposed curb cuts		
Drainage/detention plans		
Traffic circulation		
Ingress/egress locations		
Major topographic information		
Infrastructure improvements		
Square footage of:		
Lot or parcel		
Existing impervious surface		
Proposed total impervious (existing plus current proposal)		
Existing building		
Proposed total building (existing plus current proposal)		

Existing parking and pavement		
Proposed total parking and pavement (existing plus current proposal)		
Relevant dimensions including:		
Buildings		
Parking stalls		
Driveway widths		
Setbacks to buildings and other improvements		
Parking lot aisles, turnarounds, turning radii, etc.		
Distance from driveway to street corner if less than 200'		
Sidewalk, walkway and handicap ramp widths and locations		
Widths of abutting R.O.W.'s, roadways, and terraces.		
Full color architectural renderings of all building elevations with materials identified		
Proposed lighting for site, including:		
Photometric Plan		
Location of all light fixtures		
Pole height		
Luminaire type and manufacturer's specifications for all exterior light fixtures		
Landscaping plan drawn to scale including:		
Common and Latin plant names		
Planting specifications		
Total number of trees provided		
Total square footage of landscaped area on site and internal to the parking lot		
Identification of area used to calculate internal parking lot landscaping		
Fence detail drawing		
Dumpster enclosure detail drawing		
Sign detail drawing		
Special studies as required— see Site Plan Review Committee minutes		

NOTE: If you checked any exhibits "N/A", please explain:

Project Description: 1/4" THICK FLAT CUT ALUMINUM LETTERS PAINTED SW6258 TRI-CORN BLACK 22" TALL LETTERS, STUD MOUNTED.

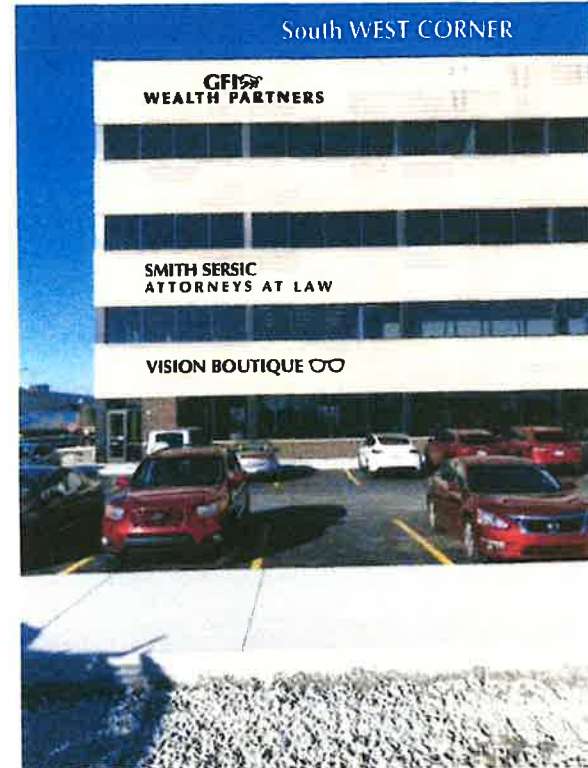


Exhibit B

A SIGNED PROOF IS NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

The drawing(s) and/or design(s) contained in these pages are the property of Roeda, Inc. Any reproduction or use of these drawings without the exclusive consent of Roeda, Inc. is unlawful. Roeda, Inc. is not responsible for any errors in production if a proof has been approved and signed.

- | | |
|---|---|
| <input type="checkbox"/> Spelling and punctuation are correct | <input type="checkbox"/> Approved/Proceed |
| <input type="checkbox"/> Names, phone numbers, websites are correct | <input type="checkbox"/> OK with corrections. Revise as noted |
| <input type="checkbox"/> Print size is correct (width" x height") | <input type="checkbox"/> Revise as noted & submit a new proof |
| <input type="checkbox"/> Print color is correct | |

Notes/Revisions:

Signature: _____ Date: _____

Page 10

Project Description: 1/4" THICK FLAT CUT ALUMINUM LETTERS PAINTED SW6258 TRI-CORN BLACK 22" TALL * 18" TALL LETTERS, STUD MOUNTED.



A SIGNED PROOF IS NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

The drawing(s) and/or design(s) contained in these pages are the property of Roeda, Inc. Any reproduction or use of these drawings without the exclusive consent of Roeda, Inc. is unlawful. Roeda, Inc. is not responsible for any errors in production if a proof has been approved and signed.

- Spelling and punctuation are correct
- Names, phone numbers, websites are correct
- Print size is correct (width" x height")
- Print color is correct

- Approved/Proceed
- OK with corrections. Revise as noted
- Revise as noted & submit a new proof

Notes/Revisions:

Signature: _____

Date: _____

Project Description: 1/4" THICK FLAT CUT ALUMINUM LETTERS PAINTED SW6258 TRI-CORN BLACK 22" TALL LETTERS, STUD MOUNTED.



A SIGNED PROOF IS NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

The drawing(s) and/or design(s) contained in these pages are the property of Roeda, Inc. Any reproduction or use of these drawings without the exclusive consent of Roeda, Inc. is unlawful. Roeda, Inc. is not responsible for any errors in production if a proof has been approved and signed.

- | | |
|---|---|
| <input type="checkbox"/> Spelling and punctuation are correct | <input type="checkbox"/> Approved/Proceed |
| <input type="checkbox"/> Names, phone numbers, websites are correct | <input type="checkbox"/> OK with corrections. Revise as noted |
| <input type="checkbox"/> Print size is correct (width" x height") | <input type="checkbox"/> Revise as noted & submit a new proof |
| <input type="checkbox"/> Print color is correct | |

Notes/Revisions:

Signature: _____

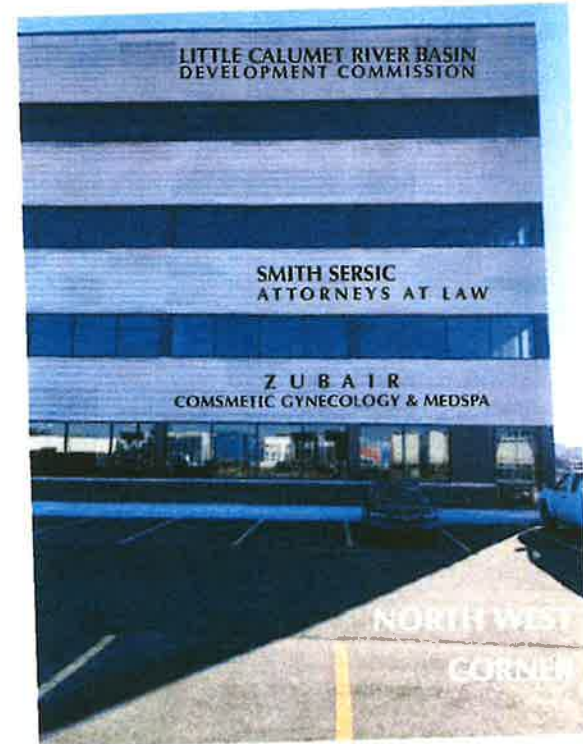
Date: _____



COMPANY NAME: 9410 Calumet Ave Professional Building DATE: 3/13 /2024

ARTWORK #: MR023-1028 Scale: 1"= 1'

Project Description: 1/4"THICK FLAT CUT ALUMINUM LETTERS PAINTED SW6258 TRI-CORN BLACK 22" TALL & 18" TALL LETTERS, STUD MOUNTED.



A SIGNED PROOF IS NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

The drawing(s) and/or design(s) contained in these pages are the property of Roeda, Inc. Any reproduction or use of these drawings without the exclusive consent of Roeda, Inc. is unlawful. Roeda, Inc. is not responsible for any errors in production if a proof has been approved and signed.

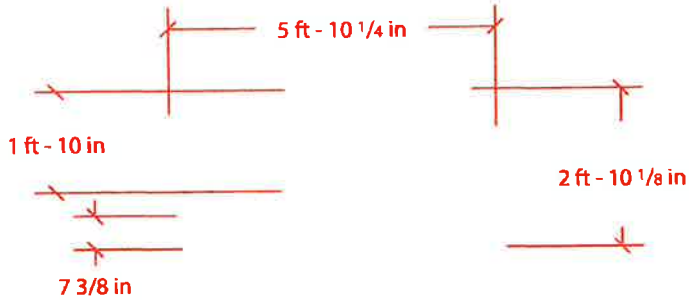
- Spelling and punctuation are correct
- Names, phone numbers, websites are correct
- Print size is correct (width" x height")
- Print color is correct
- Approved/Proceed
- OK with corrections. Revise as noted
- Revise as noted & submit a new proof

Notes/Revisions:

Signature: _____

Date: _____

Project Description: 1/4" THICK FLAT CUT ALUMINUM LETTERS PAINTED 22" TALL & 7 3/8" LETTERS, STUD MOUNTED.



A SIGNED PROOF IS NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

The drawing(s) and/or design(s) contained in these pages are the property of Roeda, Inc. Any reproduction or use of these drawings without the exclusive consent of Roeda, Inc. is unlawful. Roeda, Inc. is not responsible for any errors in production if a proof has been approved and signed.

- Spelling and punctuation are correct
- Names, phone numbers, websites are correct
- Print size is correct (width" x height")
- Print color is correct

- Approved/Proceed
- OK with corrections. Revise as noted
- Revise as noted & submit a new proof

Notes/Revisions:

Signature: _____

Date: _____