



Meeting Minutes

New Haven Board of Zoning Appeals

815 Lincoln Highway East | New Haven, IN 46774

DATE: March 17th, 2021 at 6:00 p.m.
LOCATION: New Haven City Hall Council Chambers (Room 135B)
815 Lincoln Highway E. New Haven, Indiana

Members in Attendance

MEMBER	MEMBERSHIP TYPE	P	A
Mickey Hill, President	Citizen Member	X	
Scott Eagleson, Vice President	Citizen Member	X	
Leslie Chalfant	Citizen Member	X	
Mike Marhenke	Citizen Member		X
Rick Trabel	Citizen Member	X	

Staff Members in Attendance

- Rob Gutierrez, Planning Director
- Chelsea Day, GIS
- Renae Meredith, Administrative Assistant
- Attorney Pat Hess

Meeting was called to order at 6:00 p.m. by Mickey Hill.

The Commission reviewed the minutes of the January 20, 2021 meeting and made no changes. Rick Trabel motioned to approve the minutes of the January 20, 2021 meeting. Scott Eagleson seconded the motion, and the motion unanimously approved.

Rob Gutierrez gave a quick overview of the Rules of Procedures.

21-X-01 Special Use Coffee Roastery (1720 Douglas Lane)

PROPOSAL: Special Use 21-X-01 Coffee Roastery (1720 Douglas Lane)

APPLICANT: Richard McComb

REQUEST: Richard McComb is seeking a Special Use to operate a home workshop coffee roasting business in an accessory structure at 1720 Douglas Lane.

LOCATION: 1720 Douglas Lane.



Meeting Minutes

New Haven Board of Zoning Appeals

815 Lincoln Highway East | New Haven, IN 46774

Richard McComb gave his presentation to the Commission and the residents. The public hearing was open to comments and questions on the Special Use 21-X-01. After questions from the residents, the public hearing was closed.

Staff recommends **approval** of the Special Use 21-X-01 based on the following findings of fact:

1. The proposed use shall not be unduly detrimental to the use, value, pattern of development, or growth of the surrounding area because the operation of the home workshop will not substantially alter the residential nature and use of the subject property. Approval of the Special Use will not authorize any physical changes to the subject property.
2. The location, size, intensity, site design, and operation of the proposed use shall be compatible with the immediate area because the operation of the home workshop will be limited in scope and in area to the existing accessory structure on the property. Outside storage will not be permitted and the operation of the business should not have a noticeable visual impact on the immediate area.
3. Adequate storm drainage, water, sanitary disposal, other utility, and transportation infrastructure do exist on the property.

Staff recommends the following condition(s) be placed upon the approval of the Special Use:

1. Approval of this Special Use allows for the operation of a coffee roastery only. Operating this home workshop as anything other than or in addition to a coffee roastery would require the petitioner to return to the Board to modify this Special Use.
2. Outside storage of materials or products associated with the business shall not be allowed on the property.
3. The number of employees shall be limited to the two individuals living on the premises and one additional employee.
4. In-person retail sales shall not be permitted on the property. This includes customers coming to or going from the property.
5. This Special Use shall expire if the property is sold, or ownership transferred from current deed owners Richard and Emily McComb.
6. This Special Use may be revoked by the Board if the conditions of approval are violated or if it is determined that the business activities on the property are adversely impacting adjacent properties



Meeting Minutes

New Haven Board of Zoning Appeals

815 Lincoln Highway East | New Haven, IN 46774

7. Approval of this Special Use does not supersede recorded restrictions and covenants that may limit the uses of the subject property.
8. Must comply with applicable health and safety standards of the Allen County Health Department and Indiana Department of Health.

Following the comments by staff, and general discussion by the Commission, Leslie Chalfant motioned to accept 21-X-01 Special Use along with staff recommendations and Findings of Fact and conditions as presented. The motion was seconded by Rick Trabel and was approved with a 4-0 vote. The Special Use for 1720 Douglas Lane was accepted.

Next meeting: April 21, 2021 at 6:00 PM in Council Chambers, 815 Lincoln Highway East, New Haven, Indiana.

With no other business to come before the Commission, Rick Trabel made a motion to adjourn. Leslie Chalfant seconded the motion, and the motion was unanimously approved.

President

Secretary