



City of Greencastle
Common Council
Regular Session
Mikayla Johnson - Clerk Treasurer

September 11, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

AGENDA

- I. Call to Order; Roll Call**
- II. Public Petitions and Comments**
- III. Special Requests**
 - A. Street Closure Request - DePauw Campus Celebration
 - B. Noise Ordinance Waiver Request — Phi Kappa Psi Fraternity Social Event with Guests
 - C. Street Closure Request — Greencastle Fire Department Pink for Pancakes
 - D. Street Closure Request - Annual Greencastle Fire Department Open House
- IV. Department Reports**
 - A. Cemetery - Jason Keeney
 - B. Fire Department - Rob Frank
 - i. Fire Inspection - John Burgess
 - C. Planner - Blaine Rout
 - D. Police Department - Chris Jones
 - E. Department of Public Works - Andrew Rogers
 - F. Wastewater Department - Oscar King Jr.
 - G. City Attorney - Laurie Robertson Hardwick
 - H. Park & Recreation - Jason Keeney
 - I. Water Department - Rick Denney
- V. Reports**
 - A. Mayor's Report
 - B. Clerk-Treasurer's Report
 - C. Councilors' Report
- VI. Approval of Minutes**
 - A. Approval of Minutes - August 14, 2025
- VII. Approval of Claims**
- VIII. Old Business**
 - A. BankShot Basketball
- IX. New Business**

- A. Ordinance 2025-08 An Ordinance Amending the Text of the City of Greencastle, Indiana Zoning Ordinance (First Reading)
- B. Greencastle Trick-Or-Treat Hours

X. Adjournment

Persons who require assistance or need information regarding access to the meeting and the availability of special facilities are requested to telephone Laurie Hardwick, ADA Coordinator, at (765) 655-2301 or (765) 653-3100, at least three days in advance of the meeting.

City of Greencastle
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

For assistance with this form call:
765-848-1515

**SPECIAL EVENT
STREET CLOSURE REQUEST**

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: _____

Contact Name: _____

Contact Telephone: _____ Contact E-Mail: _____

Date of Council meeting you plan to attend: _____

Name of the Event: _____

Location of the Event: _____

Date(s) of the Event: _____

Time(s) of the Event: _____
(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Streets requested to be closed:	Start and end time times for the closure:
_____	_____
_____	_____
_____	_____

Prior to receiving final approval for the street closure, you may be required to meet with the City Attorney to sign a contract with hold harmless language and you will be required to provide a certificate of liability insurance. You may also be asked to contact the Police, Fire and Public Works Departments for any special requirements unique to your street closure request.

**Return completed form to Clerk-Treasurer's Office at above address or to
Idunbar@cityofgreencastle.com
no later than the Thursday prior to Common Council meeting.**

Greencastle Common Council

Approved: _____ Denied: _____ Stipulations by Common Council: _____

If required, Fire Dept. notified: _____ Police Dept. notified: _____ Dept. of Public Works notified: _____
City Form 10001 (R1 / 08-2016)

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

For assistance with this form call:
765-848-1515

SPECIAL EVENT NOISE ORDINANCE WAIVER REQUEST

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: Phi Kappa Psi Fraternity

Contact Name: Brayden Gilmore

Contact Telephone: 314-243-5627 Contact E-Mail: Brayden.Gilmore_2027@depauw.edu

Date of Council meeting you plan to attend: September 11

Name of the Event: Social event with Guests

Location of the Event: 110 E Larrabee St.

Date(s) of the Event: September 13 - September 14

Time(s) of the Event: 10pm - 2am

(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Are any streets to be closed for this event? Yes: No:

If yes, complete a Special Event Street Closure Request.

Return completed form to Clerk-Treasurer's Office at above address or to
ldunbar@cityofgreencastle.com
no later than the Thursday prior to Common Council meeting.

Greencastle Common Council

Approved: Denied: Stipulations by Common Council:

If required, Fire Dept. notified: Police Dept. notified: Dept. of Public Works notified:

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

For assistance with this form call:
765-848-1515

SPECIAL EVENT STREET CLOSURE REQUEST

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: Greencastle Fire Department

Contact Name: Rob Frank

Contact Telephone: 765-719-9876 Contact E-Mail: rfrank@cityofgreencastle.com

Date of Council meeting you plan to attend: 9/11/25

Name of the Event: Pink for Pancakes

Location of the Event: 107 South Indiana Street

Date(s) of the Event: 9/20/25

Time(s) of the Event: 8-11 am

(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Streets requested to be closed: _____ Start and end time times for the closure: _____

Indiana Street from Walnut St. to Poplar St. 7:30 am - 11:30 am

Prior to receiving final approval for the street closure, you may be required to meet with the City Attorney to sign a contract with hold harmless language and you will be required to provide a certificate of liability insurance. You may also be asked to contact the Police, Fire and Public Works Departments for any special requirements unique to your street closure request.

**Return completed form to Clerk-Treasurer's Office at above address or to
ldunbar@cityofgreencastle.com
no later than the Thursday prior to Common Council meeting.**

Greencastle Common Council

Approved: Denied: Stipulations by Common Council: _____

If required, Fire Dept. notified: Police Dept. notified: Dept. of Public Works notified:

City of Greencastle

City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135
Lynda Dunbar, Clerk-Treasurer, 765-653-9211

For assistance with this form call:
765-848-1515

SPECIAL EVENT STREET CLOSURE REQUEST

Note: Representation at the Common Council meeting where your request will be heard is required, unless waived by the Mayor or Clerk-Treasurer. The Clerk-Treasurer's office will provide you with the date and time of the meeting.

Sponsoring/Host Organization: Greencastle Fire Department

Contact Name: Rob Frank

Contact Telephone: 765-719-9876 Contact E-Mail: rfrank@cityofgreencastle.com

Date of Council meeting you plan to attend: 9/11/25

Name of the Event: Annual Fire Department Open House

Location of the Event: 107 South Indiana Street

Date(s) of the Event: 10/11/25

Time(s) of the Event: 8 am - 12 pm

(Greencastle Ordinance No. 2009-7 requires a noise waiver for events between the hours of 10:00 pm and 8:00 am.)

Streets requested to be closed:	Start and end time times for the closure:
<u>Indiana St. from Walnut St to Poplar St</u>	<u>7:30 am - 1 pm</u>
<u>Poplar St from Vine St to Jackson St</u>	<u>7:30 am - 1 pm</u>
<u> </u>	<u> </u>

Prior to receiving final approval for the street closure, you may be required to meet with the City Attorney to sign a contract with hold harmless language and you will be required to provide a certificate of liability insurance. You may also be asked to contact the Police, Fire and Public Works Departments for any special requirements unique to your street closure request.

**Return completed form to Clerk-Treasurer's Office at above address or to
ldunbar@cityofgreencastle.com
no later than the Thursday prior to Common Council meeting.**

Greencastle Common Council

Approved: Denied: Stipulations by Common Council:

If required, Fire Dept. notified: Police Dept. notified: Dept. of Public Works notified:

City Form 10001 (R1 / 08-2016)



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

Jason Keeney

MONTHLY HIGHLIGHTS

The Cemetery had four funerals for the month of August (1F/3C). There were three lot sales transactions and there was a single monument staking fee paid. The mowing of grass occupied a large portion of the time this month with all sections being weedeated again this month as well. The trustees from the PCSD assisted with weedeating a couple of times this month which was a huge help to our smaller staff with the majority of our Summer help back in school.

ATTACHMENTS

1. 20250905144237
2. 20250905144314
3. 20250905144330

Forest Hill Cemetery
Direct Payable Voucher Docket
Wednesday, September 3, 2025
(For business of August 2025)


<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Visa Card Services	August Visa Bill	\$ 99.97
Total General Operation Expenses \$ 99.97		

Allowance of Account Payable Vouchers


We have examined the Direct Payables of the foregoing Direct Payables Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$99.97** dated September 4, 2025.

P


SIGNATURES OF THE GOVERNING BOARD



 Jeff Flint



 Nola Zimmerman



 Linda Huber

 Judy Miller

Forest Hill Cemetery
Accounts Payable Voucher Docket
Thursday, September 4, 2025
(For business of August 2025)

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Butler's LP	Weedkiller	\$ 140.00
CarQuest	Motor Oil	\$ 130.80
Headley Hardware	AC Unit, Shovel, Grinding Wheel	\$ 238.14
Humphreys' Outdoor	Wheel Assembly, Weedeater String, Weedeater Heads	\$ 727.43
JTN Services	ExMark Blades	\$ 50.97
Keystone Cooperative	Fuel	\$ 551.02
Sparks Tires	Backhoe Tire Replacement	\$ 379.25
Visa Card Services		\$ 2,217.61
Total General Operation Expenses		\$ 2,217.61

Allowance of Account Payable Vouchers

We have examined the Accounts Payable of the foregoing Accounts Payable Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims

2217.61

SIGNATURES OF THE CEMETERY BOARD MEMBERS



 Jeff Flint



 Linda Huber



 Nola Zimmerman

 Judy Miller



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

August 2025 Council Report

The fire department responded to 149 responses in the month of August 2025, compared to 131 responses in 2024. There was a 12.8 % increase in responses in August 2025 compared to August 2024.

The fire department has responded to 1232 responses in 2025 compared to 1129 at this time in 2024. There has been an 8.7 % increase in responses in the last year.

Firefighters completed 659.5 hours of training in August.

4 reserve firefighters worked 19.5 hours in August.

We conducted 11 hours of fire prevention training with the public.

August anniversaries: None

- 8 firefighters completed the Vehicle Rescue Technician Course. The course focuses on stabilization, hazard control, access and egress, and victim disentanglement for larger vehicles like school buses, semis, dump trucks, etc. Congratulations: Captain Simonson, Captain Poole, Lieutenant Beebe, Lieutenant Watson, Engineer Shaw, Firefighter Bryan, Firefighter Mayhew, Probationary Firefighter Fiscus
- We assisted Tzouanakis Intermediate School with the kickoff of their new PBIS program.
- We welcomed 3 new interns from Area 30. Kade Winslow, Ethan Shannon, and Orion Bowser.
- We completed our third-quarter live-fire training. All shifts completed live fire training focusing on search and rescue, incident command decisions, and fire attack.
- Engineer Jake Armstrong won the BEST RIBS IN THE CITY at the city pool party!
- Local 5125 made two donations. One for \$500 to the Putnam County CERT Team for provisions and drinks for the rehab vehicle. The second one was for \$5000 to the Emerald Palace 2.0 project.

ATTACHMENTS

1. GFD Incident Dashboard - August

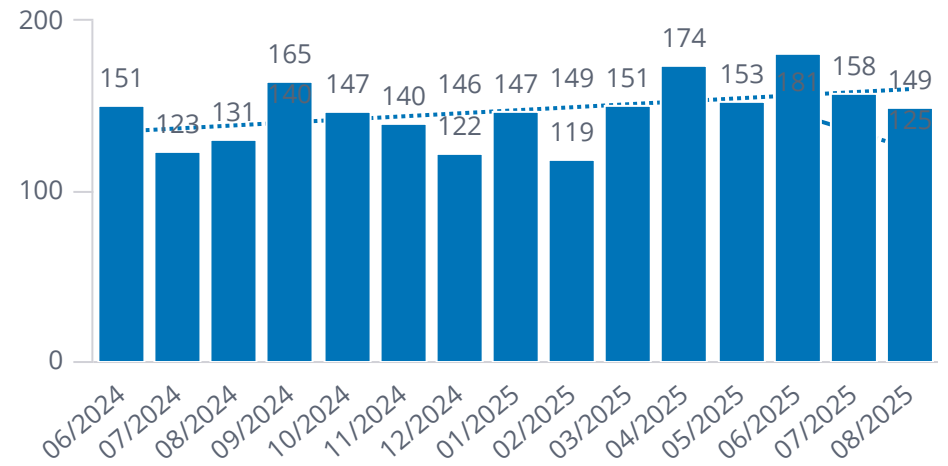
Incidents Last Month

149

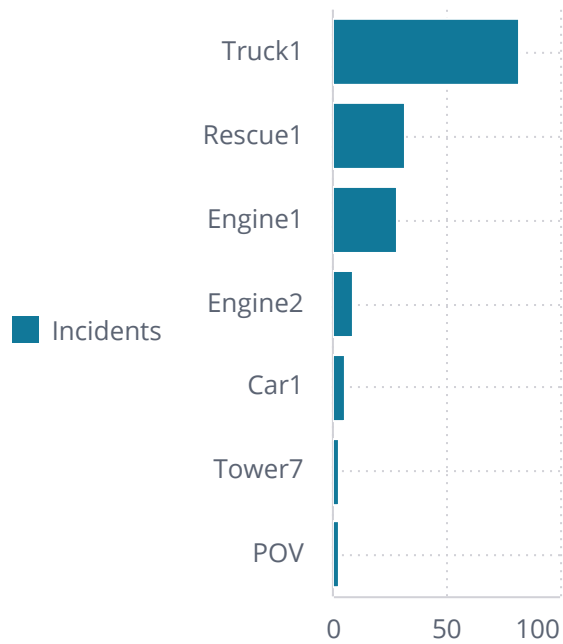
YTD Incidents

1,232

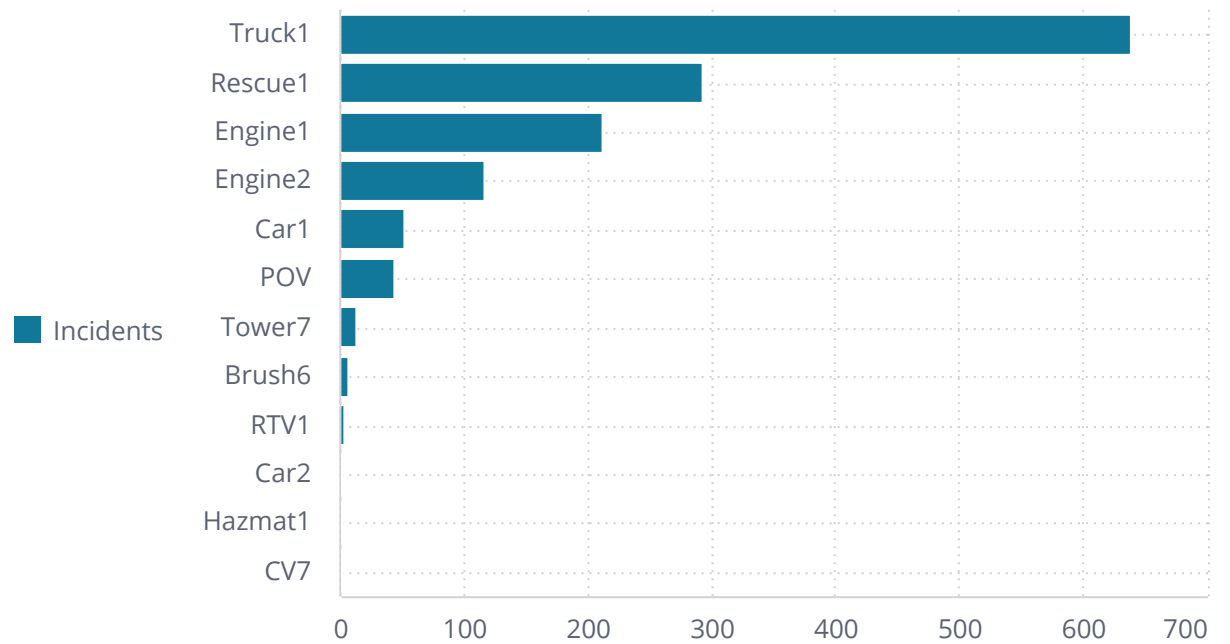
Monthly Incident Trending



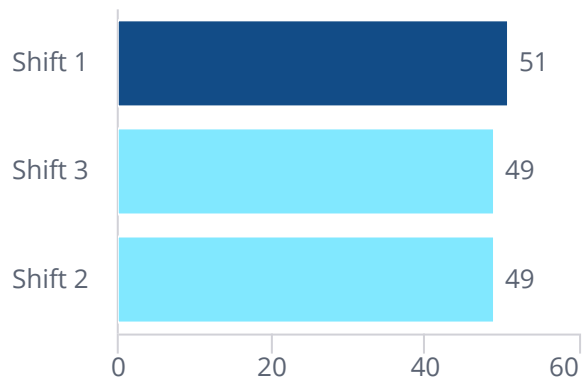
Incidents by Unit Last Month



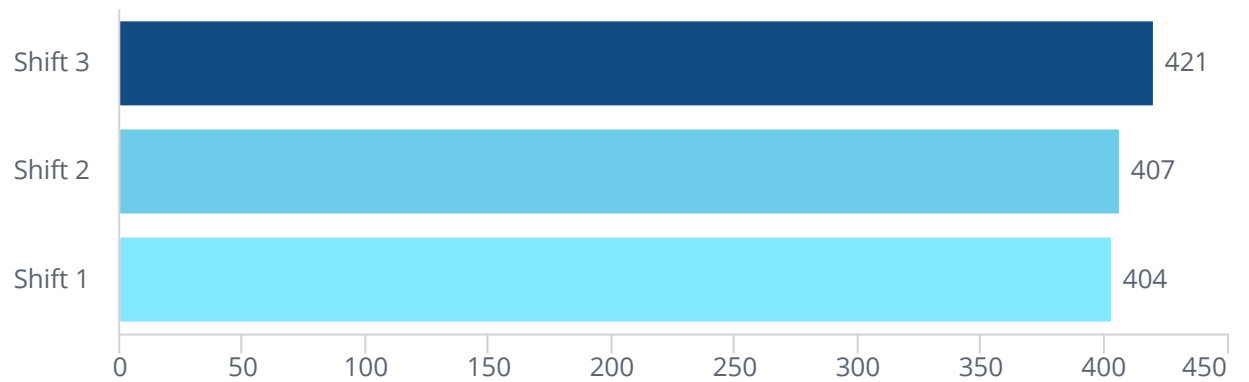
Incidents by Unit This Year



Incidents by Shift Last Month



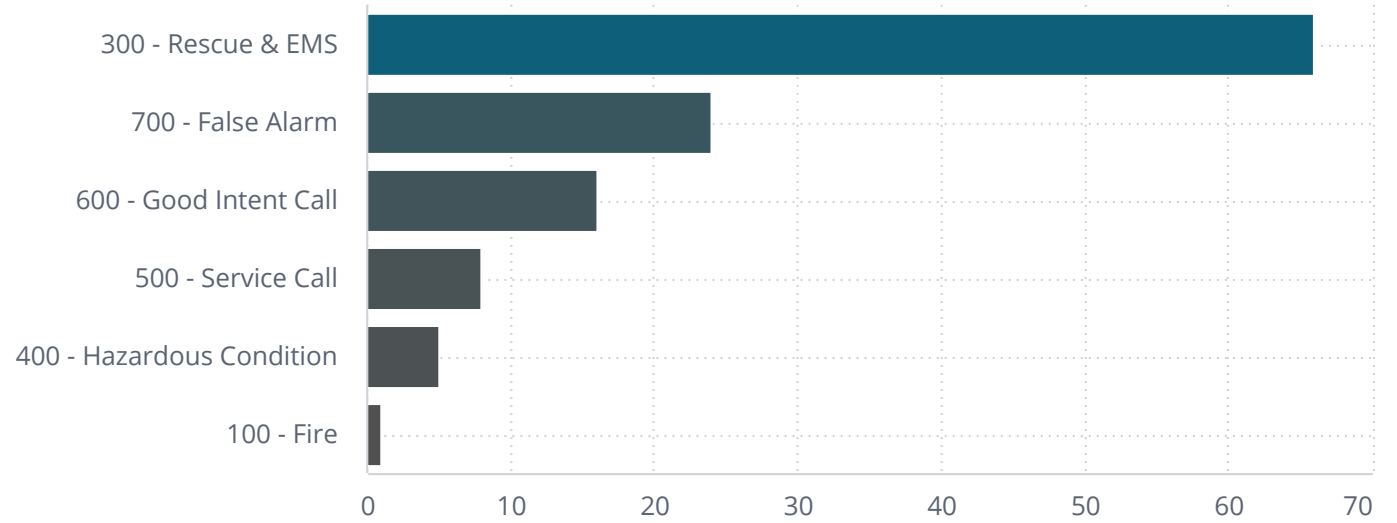
Incidents by Shift This Year



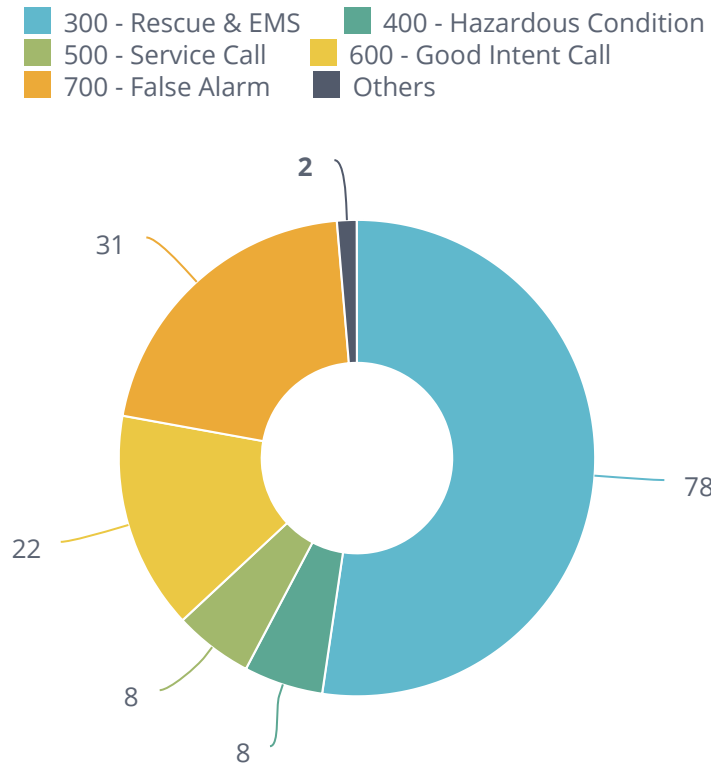
Station Coverage Last Month

120

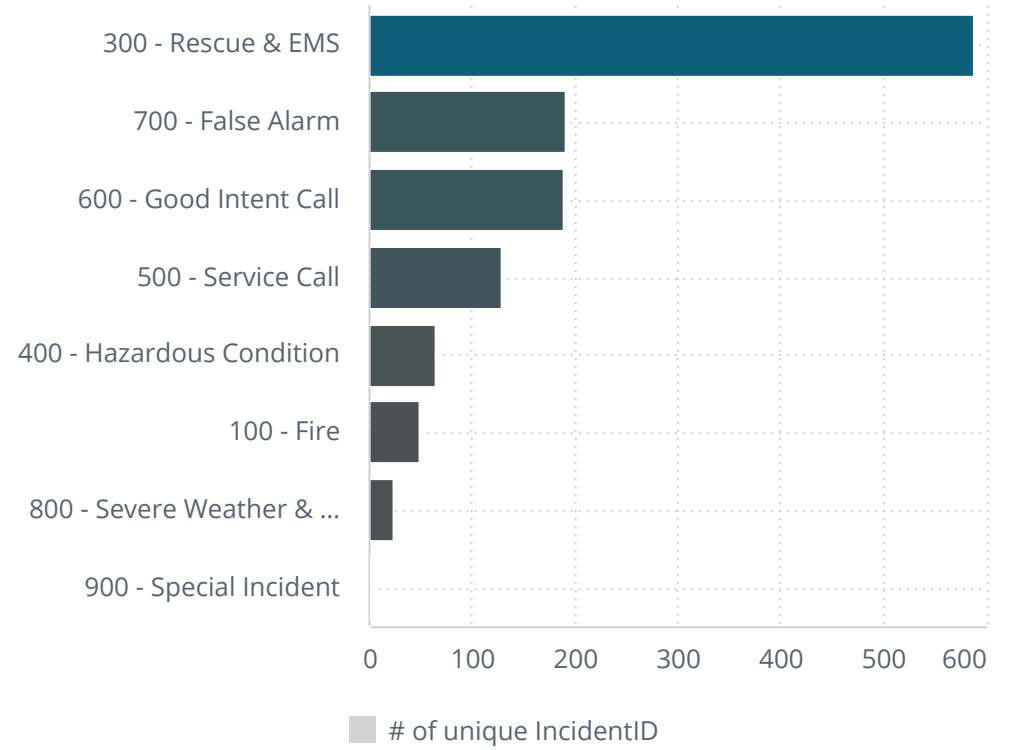
Station Coverage by Type Last Month



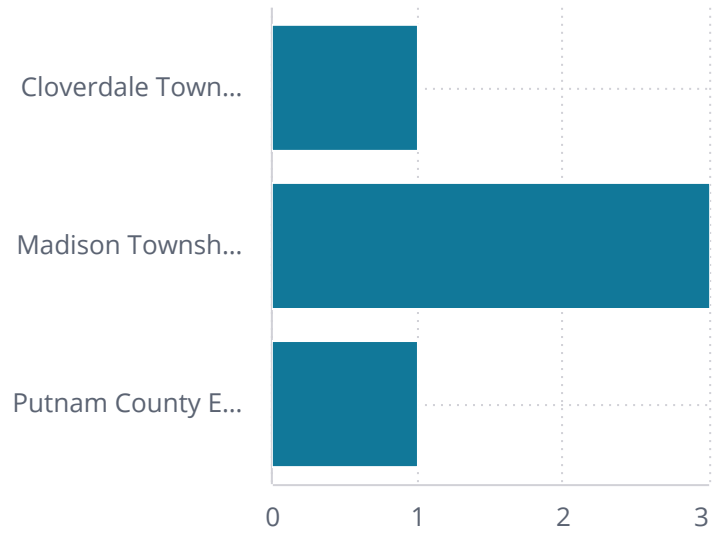
Incidents by Type Last Month



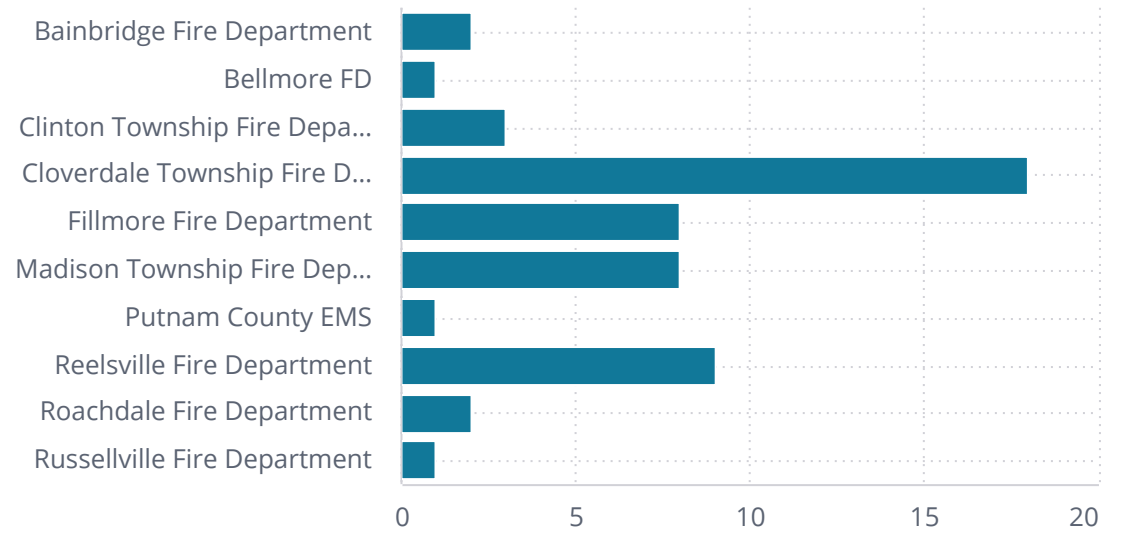
Incidents by Type This Year



Mutual Aid Given Last Month



Mutual Aid Given YTD



Incident Type Detail Last Month

Incident Type Group	Incident Type	Calls
100 - Fire	Building fire	1
	Trash or rubbish fire, contained	1
300 - Rescue & EMS	EMS call, excluding vehicle accident with injury	29
	Medical assist, assist EMS crew	43
	Motor vehicle accident with injuries	3
	Motor vehicle accident with no injuries.	3
400 - Hazardous Condition	Gas leak (natural gas or LPG)	6
	Power line down	2
500 - Service Call	Assist invalid	5
	Cover assignment, standby, moveup	1
	Defective elevator, no occupants	1
	Smoke or odor removal	1
600 - Good Intent Call	Authorized controlled burning	1
	Dispatched & canceled en route	17
	No incident found on arrival at dispatch address	2
	Smoke scare, odor of smoke	2
700 - False Alarm	Alarm system activation, no fire - unintentional	21
	Alarm system sounded due to malfunction	1
	CO detector activation due to malfunction	1
	Local alarm system, malicious false alarm	1
	Smoke detector activation, no fire - unintentional	7



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. August_2025



August 2025

Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
415 E Anderson St	Beta Theta Pi	R-2 Residential General Fire	25-0145	John Burgess	Pass
311 S Locust St	Sigma Chi	R-2 Residential General Fire	25-0146	John Burgess	Fail
446 Anderson St	Phi Delta Theta	R-2 Residential General Fire	25-0147	John Burgess	Fail
507 S Locust St	Kappa Kappa Gamma	R-2 Residential General Fire	25-0148	John Burgess	Fail
801 S Locust St	Delta Gamma	R-2 Residential General Fire	25-0149	John Burgess	Fail
308 Medic Way	Cummins Behavioral Health	B- Business General Fire	R25-0144-01	John Burgess	Pass
19-25 S Indiana St	WREB Radio	B- Business General Fire	R25-0130-01	John Burgess	Pass
904 S College Ave	Kappa Alpha Theta	R-2 Residential General Fire	25-0150	John Burgess	Fail
916 S College Ave	Phi Gamma Delta	R-2 Residential General Fire	25-0151	John Burgess	Fail
1 Taylor Place	Delta Tau Delta	R-2 Residential General Fire	25-0152	John Burgess	Fail
1033 Indianapolis Rd	Hendricks Regional Health	B- Business General Fire	25-0153	John Burgess	Fail
1 E Hanna/Olin Science Center	F.W. Olin Biological Sciences Building	B- Business General Fire	25-0154	John Burgess	Fail
1 E Olive St	Lilly Center	B- Business General Fire	25-0155	John Burgess	Fail
508 S Bloomington St	Concepts the Cabinet Shop	B- Business General Fire	R25-0118-02	John Burgess	Pass
703 N Jackson St	Kork & Keg Liquors	B- Business General Fire	R25-0080-03	John Burgess	Fail
810 Indianapolis Rd	Kork @ Keg Liquors	B- Business General Fire	R25-0078-04	John Burgess	Fail
911 Indianapolis Rd	Auto Zone	B- Business General Fire	R25-0057-04	John Burgess	Fail



Inspection Location	Occupant Name	Inspection Type	Inspection Number	Inspector	Status
833 Indianapolis Rd	Smoke Shop	B- Business General Fire	R25-0062-04	John Burgess	Pass
1033 Indianapolis Rd	Hendricks Regional Health	B- Business General Fire	R25-0153-01	John Burgess	Pass
11 E Walnut St	Sipindipity	B- Business General Fire	25-0156	John Burgess	Open
6 E Washington St	Eli's Books	B- Business General Fire	R25-0140-01	John Burgess	Fail
2 E Washington St	Starbucks	B- Business General Fire	R25-0141-01	John Burgess	Fail
13 S Indiana St	Scoops Ice Cream	B- Business General Fire	R25-0137-01	John Burgess	Pass
19-25 S Indiana St	Greencastle Township Trustee	B- Business General Fire	R25-0132-01	John Burgess	Pass
19-25 S Indiana St	Greencastle Township Trustee	B- Business General Fire	R25-0132-01	John Burgess	Pass

25 Inspections



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. CC Agenda--Planning 09.11.25
2. 8 BuildingDivision (Aug 25)

Greencastle Common Council Report— September 11th, 2025

City Planning Department

Prepared by: Blaine Rout (765-848-1504) - brout@cityofgreencastle.com

Board of Zoning Appeals Meeting:

The BZA meeting on September 2nd was held with two petitions to be heard. The property owner for the gas station at 805 Indianapolis Road requested a variance to exclude requirements for “public improvements” such as sidewalks and street trees. The variance was approved on the August 5th meeting, but new information regarding IDEM violations and misrepresented information called into question the potential to terminate the variance. The property owner has a scheduled court hearing on 09/30/25 upon which new information will be obtained to update the board to continue the case until October 7th. A local resident requested a variance regarding setbacks to be able to build a carport in the front yard of their house, which was approved.

Technical Review Committee:

The Technical Review Committee meeting on August 14th was held to discuss an ILP for the new Dunkin Donuts/Baskin Robbins site at 40 Putnam Plaza. The site needs attention to existing features like landscaping and parking lot maintenance. Overall not much will change outside of repairs to the overall site independent of the building and façade improvements. Other matters related to code enforcement activity were discussed.

Unsafe Building Committee:

There are no buildings currently on the docket to be reviewed by the committee. That is the final step before the city would take action to proceed with demolition. If the variance is terminated from 805 Indianapolis Road, the ability to make repairs to the site will be impossible and will require demolition or transfer of ownership. The potential for the property to reach the committee is probable.

Plan Commission Meeting:

Greencastle Plan Commission’s meeting on August 25th was held to discuss more zoning amendments proposed by the City. Specifically, to allow multi-family dwellings on the ground floor in the Central Business district. The continued conversation carried over from the July 28th meeting has resulted in the recommendation to amend the zoning ordinance to allow for multi-family dwellings on the ground level and combined ground/upper levels by Special Exception. However, a new “restricted zone” would be established, that prohibits such use in the main corridor of Washington St and Jackson Street within the district as well as the entire courthouse square area to protect the historical character of downtown.

MS4 Stormwater Committee Meeting and Activities:

Lochmueller Group is continuing their assessment of stormwater infrastructure within the city. Discussions continue.

Activities

- The Comprehensive Plan draft is complete and ready to proceed with discussion in Steering Committee. A final date for the Steering Committee has not yet been set, but is expected to be scheduled in the coming days.
- Sustainability Commission – The meeting on August 19th discussed potential alternative uses for the community gardens site on W Franklin St near City Hall. Habitat space was one option, a buildable site was another. The site has potential, but the broader concern is maintenance and lack of use for a garden.
- Code Enforcement Activity continues. Mowing by the city’s contractor has slowed down as the seasons are changing. A few sites may receive a last mow for the year as needed. Commercial property zoning violation cases are being monitored and are expected to help clean up Indianapolis Road especially.
- Reviewed various building and sign permits.

Building Division

From: 8/1/2025 to 8/31/2025 (Issued Date)

Permits Issued

Year:	2025
Month:	Aug

Permit Number	Owner	Permit Type	Address	Permit Fee
25-3690	Mason Harold E & Dorothea J	Single Family & Duplex	314 N MADISON ST	\$180.20
25-3701	Huck and Finns	Remodel - Commercial	800 MAIN ST	\$190.00
25-3718	Cox Larry Richard	Accessory - Residential	903 DRAPER ST	\$40.00
25-3732	Ford William J	Accessory - Residential	916 N MADISON ST	\$40.00
25-3742	Eric Davis LLC	Remodel - Commercial	804 N JACKSON ST	\$70.00
25-3744	Alpha Chi Omega	Remodel - Residential	403 E SEMINARY ST	\$70.00
25-3745	Cooper Kent & Constance Trust	Remodel - Commercial	320 S BLOOMINGTON ST	\$190.00
25-3748	Forvet LLC	Addition - Commercial	316 N JACKSON ST	\$334.80
25-3761	Ramey Debra L	Electrical - Residential	322 DOGWOOD LN	\$30.00
25-3762	South Damien	Demolition - Residential	922 N MADISON ST	\$25.00
25-3766	Huffman Carl & Martha	Electrical - Residential	707 E SEMINARY ST	\$30.00
25-3768	Rumley William & Anderson Maurica	Addition - Residential	13 BEVERIDGE ST	\$100.00
25-3769	Offerman Brent A & Ryan M	Single Family & Duplex	401 W COLUMBIA ST	\$188.00
25-3770	Greencastle Christian Church Inc	Remodel - Commercial	620 PRIMROSE LN	\$190.00
25-3774	Mahan Noah C & Owen Kathleen S	Remodel - Residential	7 S BLOOMINGTON ST	\$70.00
25-3775	Heartland Automotive LLC	Accessory - Commercial	300 S WARREN DR	\$190.00
25-3777	Emmert Group Properties LLC	Demolition - Residential	810 E TENNESSEE ST	\$35.00
25-3779	McDonough Shelley C	Electrical - Residential	302 GREENWOOD AVE	\$30.00
25-3780	Massing Henry & Lauren	Electrical - Residential	716 S CROWN ST	\$30.00
25-3784	Ralph Lane A & Ruth	Electrical - Residential	104 DEPAUW AVE	\$70.00
Month Total:				\$2,103.00

Building Division

From: 8/1/2025 to 8/31/2025 (Issued Date)

Permits Issued by Permit Type	Year:	2025	
	Month:	Aug	Year to Date
Accessory - Commercial		1	2
Accessory - Residential		2	17
Addition - Commercial		1	1
Addition - Residential		1	1
Demolition - Commercial		0	5
Demolition - Residential		2	13
Electrical - Commercial		0	2
Electrical - Residential		5	17
Multi-Family Building		0	6
Remodel - Commercial		4	33
Remodel - Residential		2	12
Single Family & Duplex		2	7
Temporary Structures & Tents - Commercial		0	1
Total Issued:		20	117
Total Receipts:		\$2,103.00	\$15,405.80
Total housing:		\$365,000.00	\$1,323,728.00
Total Construction:		\$1,690,377.00	\$6,891,566.65

Percentage of Project Completion (filtered by Work Type) (Estimated Value of Project > \$100,000.00)

Address - Permit Type	%	Permit Id	Permit Number
1001 CRESCENT DR - Addition - Residential	50%	5858816	21-2430
1018 INDIANAPOLIS RD - Remodel - Commercial	88%	5936066	21-2475
1109 S INDIANA ST - Mechanical - Commercial	0%	6035631	21-2490
1120 Albin Pond Rd - Single Family & Duplex	88%	5785406	21-2375
208 W WALNUT ST - Remodel - Residential	17%	6070536	21-2504
211 N LOCUST ST - Remodel - Commercial	67%	5419420	21-2217
300 S WARREN DR - Remodel - Commercial	0%	5826503	21-2400
501 S Illinois St - Single Family & Duplex	100%	4783347	20-2124
511 E SYCAMORE ST - Single Family & Duplex	100%	4676822	20-2082
800 E TENNESSEE ST - New Building - Commercial	43%	9125595	22-2641
801 Tacoma Dr - Single Family & Duplex	71%	4411683	20-1898
890 ALBIN POND RD - Single Family & Duplex	22%	8637690	22-2621
DePauw Univ., Julian Center 602 S COLLEGE AVE - Mechanical - Commercial	0%	4267256	20-1845



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. city council report august 2025

Sept. 4th, 2025

Greencastle Police Department Common Council Report August 2025

<u>CALL ACTIVITY TOP 5</u>	<u>#</u>
LOCKOUTS	66
ADMINISTRATIVE	43
DISTURBANCE	35
SUSPICIOUS PERSON	32
ACCIDENTS	32

DEPARTMENT EMPLOYMENT ANNIVERSARIES

NONE

PATROL-Officers conducted 136 traffic stops in the month of August. Officers responded to 553 calls for service, opened 39 criminal case reports and completed 14 Indiana Crash Reports. Officers completed a total of 15 field arrests for the month. Dayshift Officers have been filling the open crossing guard spot in the mornings and afternoons at the high school since school started on Aug. 5th. Officers have also been assisting with traffic issues around GHS and GMS due to construction on Washington St.

DETECTIVES- Detectives were assigned 7 new cases as well as 1 DCS case. Detectives were called out 2 times during the month. 2 cases were sent to the Prosecutor's Office for charges. 2 cases were closed. Detectives served 3 search warrants for the month.

PARKING ENFORCEMENT- 64 tickets were issued for the month (36-3 HR, 14-wrong direction, 5-no parking, 1-handicap parking, 8-reserved parking). 15 warnings were written. 31 tickets have been paid and 30 have not been paid, 3 tickets were voided.

RESERVES- The Reserve Division worked **27** hours for the month.

TRAINING

Officer Justin Herd attended an advanced Combat Pistol Class on Aug. 5th in Danville.

Sgt. Nick Eastham guest instructed an Emergency Vehicle Operations instructor course at ILEA on Aug. 12-14th.



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

Summary Report for August 2025



Department of Public Works

Sign Work:

1. Set out 68 barricades, 62 cones, 2 electric panels this month for First Friday and Music Fest.
2. Picked up all portable stop signs and detour signs on Madison St.
3. Put out 3 detour signs on Bloomington St.

Mechanical:

1. Elgin Sweeper: Replaced right side gutter broom.

Sweeping:

1. Swept city streets 2 times and downtown 4 times this month driving 73 miles using 35 gallons of diesel, 600 gallons of water and picked up 28 yards of debris.

Storm Work:

1. Repaired drains on Wood ST., Brentfield Ln., Ridgeway, Tulip Trail, Sherwood and Hanna St. this month.

Patching:

1. Milled and paved spots on Peoples Pathway, Fillmore Rd., Indianapolis Rd., Indiana St., N. College

and Frazier using 195.59 tons of HMA.

Tree Work:

1. Trimmed back low limbs on Peoples Pathway.
2. Trimmed a tree on Brentfield Ln.
3. Trimmed back for line of sight on City streets hauling off 8 truckloads of limbs.

Mowing:

1. Sprayed round-up on grass growing between curbs and city streets, VMH and city right of ways this month.
2. Mowed and weedeated city right of ways and VMH 2 times this month.

Misc:

1. Disposed of 1 deceased animal this month.
2. Back filled, seeded and strawed paved spots on Peoples Pathways this month.
3. Hauled 75 loads of composted leaves from Water Dept. to Cemetery this month.
4. Removed and put back the flower pots on the N.E. corner of the square for Music Fest.

ATTACHMENTS

None



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. SCAN_2025_9_3_17_19_33_901

2025

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	1,501	1,449	1,448	3,016	1,768	1,966	1,287	1,086					1,690
DAYS ABOVE DESIGN FLOW	0	0	0	8	1	6	0	0					15
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0	0					0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	1	0	1	0	0					2
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	0	0	0					0
SEWER CALLS BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0					0
EMERGENCY REPAIRS MADE	0	0	0	0	0	0	0	0					0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	0	0					0
SEWER LINE CLEANED (FOOTAGE)	340	2,039	1,971	1,484	2,788	1,406	1,040	2,131					13,199
LOCATES	135	188	246	344	408	530	685	513					3,049
TAP PERMITS	0	0	0	0	0	0	0	0					0
SEWER LINES TELEVIEWED (FOOTAGE)	0	320	947	2,589	2,388	6,057	2,627	4,132					19,060
2024													
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEARLY AVERAGE
AVERAGE DAILY FLOW IN (M.G.D.)	2,190	1,391	1,544	2,691	1,595	1,053	1,271	1,000	1,001	0,975	1,176	1,618	1,459
DAYS ABOVE DESIGN FLOW	8	0	0	8	2	0	0	0	0	0	0	3	21
DAYS OF OVERFLOW AT PLANT	0	0	0	0	0	0	0	0	0	0	0	0	0
RAIN INDUCED OVERFLOW COL. SYSTEM	0	0	0	0	0	0	0	0	0	0	0	0	0
MECH/ELECT ISSUE CAUSING OVERFLOW	0	0	0	0	0	1	1	0	1	0	0	0	3
SEWER CALLS BLOCKAGE IN CITY LINES	0	1	0	1	0	0	0	0	0	0	0	0	2
EMERGENCY REPAIRS MADE	0	0	0	0	0	0	0	0	0	0	0	0	0
OVERFLOW CAUSED BY BLOCKAGE IN CITY LINES	0	0	0	0	0	0	1	0	0	0	1	0	2
SEWER LINE CLEANED (FOOTAGE)	0	1,530	1,580	1,260	4,626	2,107	2,487	4,054	550	895	3,657	340	23,086
LOCATES	112	120	247	207	207	198	222	249	188	250	191	165	2,356
TAP PERMITS	1	0	3	2	1	4	0	2	4	0	0	0	17
SEWER LINES TELEVIEWED (FOOTAGE)	0	1,295	2,931	2,125	3,074	2,756	4,728	2,644	2,117	3,884	4,396	1,746	31,696



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

None

**Greencastle Parks & Recreation Department
 Direct Payable Voucher Docket
 Wednesday, September 3, 2025
 (For business of August 2025)**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Hendricks Power	Sports Park Power Bill	\$ 194.43
Visa Card Services	August Visa Bill	\$ 269.66
		\$ 464.09
Total General Operation Expenses		\$ 464.09

Allowance of Account Payable Vouchers

We have examined the Direct Payables of the foregoing Direct Payables Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$464.09** dated September 3, 2025.

P

SIGNATURES OF THE GOVERNING BOARD

 <hr style="width: 100%;"/> Cathy Merrell, President	 <hr style="width: 100%;"/> Tim Trigg, Vice President
 <hr style="width: 100%;"/> Doug Hutchison	 <hr style="width: 100%;"/> Scott Hamilton

Greencastle Parks & Recreation Department
Accounts Payable Voucher Docket
Wednesday, September 3, 2025
(For business of August 2025)



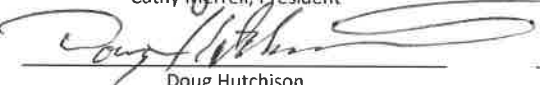
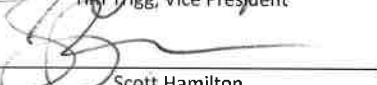
<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Black Lumber Company	2x4's Pershing Benches	\$ 47.52
BBP Water Corp	Pool Water Testing	\$ 175.00
Butler's LP	Field Marker	\$ 8.50
Butler's LP	Infield Conditioner Overhaul Materials	\$ 5,880.00
Carquest	Refridgerant & Hydraulic Hose	\$ 160.00
Gordon Food Service	Concessions Food	\$ 1,173.47
Hassler Trucking	Sand for Youth Baseball BWSP	\$ 1,098.21
Headley Hardware	Repair Supplies	\$ 790.53
Johnny Quick	Portalets	\$ 240.00
Keystone	Gas & Diesel	\$ 564.16
S5 Security	Security Monitoring	\$ 29.95
Share Corporation	Grafitti Remover Spray	\$ 259.17
Spear Aquatics	Pool Chemicals	\$ 19,362.57
State Chemical	Air Freshener Refills	\$ 230.88
Vir...		

Total General Operation Expenses \$ 30,019.96

Allowance of Account Payable Vouchers

We have examined the Accounts Payable of the foregoing Accounts Payable Voucher Docket(s) consisting of 1 page(s) and, except for claims not allowed as shown on this docket, such claims are hereby allowed in the total amount of **\$30,019.96** dated September 3, 2025.

SIGNATURES OF THE GOVERNING BOARD

 <hr/> Cathy Merrell, President	 <hr/> Tim Tigg, Vice President
 <hr/> Doug Hutchison	 <hr/> Scott Hamilton



Department Report

MEETING DATE

September 11, 2025

PREPARED BY

MONTHLY HIGHLIGHTS

ATTACHMENTS

1. 2025_08

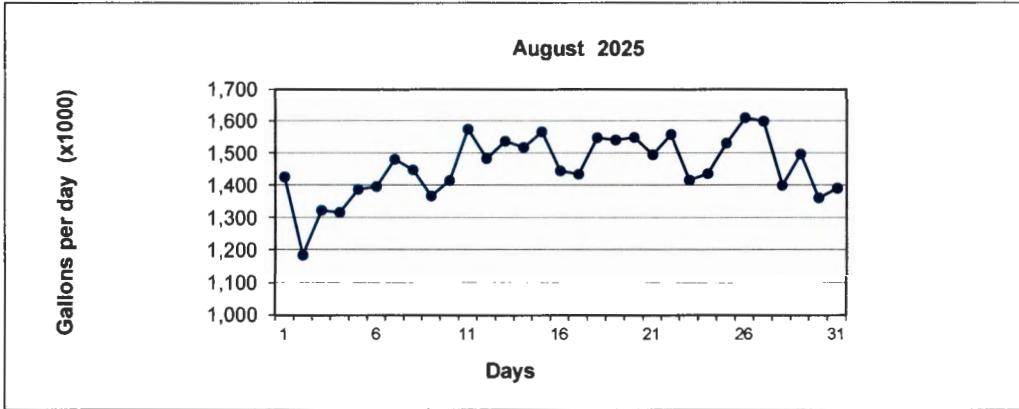
Greencastle Utilities

Monthly Report

August 2025

Gallons

1,458,511	Average daily pumpage	
1,610,040	Peak Day	26
1,182,670	Minimum Day	



<i>Utility Repairs & Statistics</i>	<i>Number</i>	<i>Brief Description</i>
Water main leaks - (4" - 12")	1	4" fire service line at 509 S Locust St.
Small main leaks	2	
Service line leaks	6	
Other	1	402 W Co rd 250 S
Fire hydrant flushing		
Water main tie-ins		
Installed new fire hydrants	2	1925 Country Club Ln., 1633 E Range Line Rd
Work Orders	171	
Meter Change-Outs	41	
IUPPS line locates	536	
Total active accounts	3725	
Disconnects for non-payment	58	

Month	Calendar Month Pumpage	Known Water Usage / Loss	Gallons Sold	Unaccountable Water	Peak Day Gallons	Peak Day
-------	------------------------	--------------------------	--------------	---------------------	------------------	----------

2025	January	43,075,631	555,056	30,936,532	20.5%	1,576,089	28
	February	42,688,191	500,814	29,569,188	21.3%	1,696,459	13
	March	45,094,715	525,163	30,031,452	24.8%	1,564,515	6
	April	44,175,740	1,664,639	32,223,092	21.1%	1,724,622	28
	May	44,706,118	1,556,852	32,932,196	17.9%	1,751,339	7
	June	42,742,975	855,620	33,036,916	15.6%	1,773,040	23
	July	43,241,911	731,523	34,004,080	17.2%	1,557,860	2
	August						
	September						
	October						
	November						
	December						
	YTD	Totals:	305,725,281	6,389,667	222,733,456		

CITY OF GREENCASTLE MUNICIPAL UTILITY HEAVY TRASH DAY

KEEPING GREENCASTLE BEAUTIFUL

SATURDAY, OCTOBER 18, 2025

8:00 am - 12:00 pm

Customers will be expected to unload their own vehicles.

Help will be available for those not physically able to unload.

City of Greencastle Municipal Utility Trash Customers are invited to dispose of their trash at the following designated location at **NO CHARGE (FREE)**

**REPUBLIC SERVICES- 525 W Columbia St
(Must enter off of W Columbia St.)**

Will accept the following items:

- *Household furniture, mattresses, large toys, small appliances, large appliances (limit 1), microwaves, television sets (limit 2), etc....
- *Carpeting: tied in three (3) foot bundles
- * Small (limited) amounts of construction debris, (**NO Contractor, Business or Remodeling Companies Allowed**)
- *Automobile tires (limit 4) **NO Tractor** tires or Large Equipment tires accepted

Yard Waste Site will be open **9:15 am - 12:00 pm OCTOBER 18, 2025**

2362 South County Road 250 West - Located by County Highway Dept.

YARD WASTE ONLY- NO CHARGE TO CITY OF GREENCASTLE MUNICIPAL UTILITY TRASH CUSTOMERS

*Persons who require assistance under the American w/Disabilities Act are requested to telephone Laurie Hardwick, ADA Coordinator, at (765)655-2301 or (765)653-3100, at least three days in advance of the event, and a work order will be submitted.

Work order is scheduled, and items will be collected and disposed of at the next scheduled service date.

Greencastle Heavy Trash Day is free of charge with proof of residency, copy of utility bill, or a copy of flyer



City of Greencastle
Common Council
Regular Session
Mikayla Johnson - Clerk Treasurer

August 14, 2025 | 7:00 PM
City Hall
One North Locust Street, P.O. Box 607
Greencastle, Indiana 46135

MINUTES

I. Call to Order; Roll Call

Mayor Lynda Dunbar called the meeting to order at 7:00pm; upon roll by Clerk-Treasurer Mikayla Johnson the following were present: Darrel Thomas, Mark Hammer, Katherine Asbell, Stacie Langdon, David Masten, and Vincent Aguirre. Tina Nicholson was absent.

II. Public Petitions and Comments

III. Special Requests

- A. Street Closure Request - DePauw Football Games
Motion by Councilor Masten to approve the street closure request as presented, seconded by Councilor Asbell, 6-0, motion carried.
- B. Street Closure Request - Boutique Pop-Up
Motion by Councilor Hammer to approve the street closure request as presented, seconded by Councilor Thomas, 6-0, motion carried.
- C. Street Closure Request - CDI Block Party
Motion by Councilor Asbell to approve the street closure request as presented, seconded by Councilor Aguirre, 6-0, motion carried.
- D. Street Closure Request - Greencastle Pride
Motion by Councilor Aguirre to approve the street closure request as presented, seconded by Councilor Asbell, 6-0, motion carried.
- E. Noise Ordinance Waiver Request - GHS Football Games
Motion by Councilor Langdon to approve the street closure request as presented, seconded by Councilor Aguirre, 6-0, motion carried.

IV. Department Reports

- A. Cemetery - Jason Keeney
- B. Fire Department - Rob Frank
 - i. Fire Inspections - John Burgess

- C. Planner - Blaine Rout
- D. Police Department - Chris Jones
- E. Department of Public Works - Andrew Rogers
- F. Wastewater Department - Oscar King Jr.
- G. City Attorney - Laurie Robertson Hardwick
- H. Park & Recreation - Jason Keeney
- I. Water Department - Rick Denney
- J. Greencastle/Putnam County Development Center - Kristin Clary

V. Reports

- A. Mayor's Report
- B. Clerk-Treasurer's Report
- C. Councilors' Report

VI. Approval of Minutes

- A. Approval of Minutes - July 10, 2025
Motion by Councilor Masten to approve the minutes of the July 10, 2025 Greencastle Common Council meeting as presented, seconded by Councilor Aguirre, 5-0-1, motion carried. Councilor Hammer abstained as he was not in attendance at the July 10, 2025 meeting.

VII. Approval of Claims

Councilor Hammer made a motion to approve the claims as presented, seconded by Councilor Masten, 5-0-1, motion carried. Councilor Aguirre abstained due to a conflict of interest.

VIII. Old Business

- A. ORDINANCE 2025-06 (SECOND READING)
AN ORDINANCE AMENDING ORDINANCE 2024-16, ADOPTING AND ESTABLISHING DESIGNATED OUTDOOR REFRESHMENT AREAS IN THE CITY OF GREENCASTLE, INDIANA

Councilor Asbell made a motion to approve Ordinance 2025-06 on second reading as presented, seconded by Councilor Aguirre, 5-1, motion carried with Councilor Langdon opposed.

**B. ORDINANCE 2025-07 (SECOND READING)
AN ORDINANCE TO PROVIDE A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICE CONNECTION INTO THE PUBLIC WATER SYSTEM**

Councilor Masten made a motion to approve Ordinance 2025-07 as presented, seconded by Councilor Asbell, 6-0, motion carried.

IX. New Business

A. BankShot Basketball

Councilors Asbell (\$9,000), Langdon (\$7,705.86), Aguirre (\$7,000), and Thomas (\$269.14) had committed portions of their EDIT budget to purchase BankShot Basketball. When City employees went to install the equipment in the proposed location at Maple Berry Park, it was found that it was not as simple as bolting the basketball goal posts into the existing concrete and that they needed to be set 36" into the ground. Being a City Council project that would need additional funding to complete, Mayor Dunbar was seeking input on how they, as a group, would like to proceed. The overall consensus was that they would like Mayor Dunbar to solicit quotes for a new concrete pad to be poured after the poles are set in the ground. They would also like to know the amount to add a fence around the concrete pad/BankShot Basketball. After quotes are received, they will determine the best actions to move the project forward. There was also discussion regarding the best locations for the project since it will likely need a new concrete court poured. Ideas were mentioned to keep the project in its originally proposed location at Maple Berry Park, keep it in the 4th ward, or to move the project to the north end of Greencastle where there are no parks, to have a pocket park at the new courthouse annex location to save on future costs of a park in that location. No official action was taken as this was a discussion-only item.

X. Adjournment

Councilor Hammer made a motion to adjourn the meeting at 8:22pm, seconded by Councilor Thomas, 6-0, motion carried.

Lynda R. Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk - Treasurer



City of Greencastle Plan Commission

Docket No. P25-02

AMENDMENT TO THE CITY OF GREENCASTLE ZONING ORDINANCE

PETITIONER: The City of Greencastle

WHEREAS, the Plan Commission of the City of Greencastle initiated and prepared the attached Ordinance to amend the City of Greencastle Zoning Ordinance by amending the zoning text; and

WHEREAS, the City of Greencastle Plan Commission has reported that it held a public hearing concerning this ordinance on August 25th, 2025 after timely notice of the hearing was given by publication in the Banner Graphic, Greencastle, Indiana, on or before August 15th, 2025; and

WHEREAS, the Greencastle Plan Commission has reported that it paid reasonable regard to the following factors enumerated in I.C. 36-7-4-603 in consideration of the ordinance and determination of a recommendation to be made to the Common Council:

1. The Comprehensive Plan;
2. Current Conditions and the Character of Current Structures and Uses in Each District;
3. The Most Desirable Use for Which the Land in Each District is Adapted;
4. The Conservation of Property Values Throughout the Jurisdiction; and
5. Responsible Growth and Development.

NOW THEREFORE, the City of Greencastle Plan Commission hereby certifies this ordinance to the Common Council with a favorable recommendation.

Dated this 25th day of August, 2025.

GREENCASTLE CITY PLAN COMMISSION

BY: Daniel C Masten
David Masten, President

ATTEST:

Blaine Rout
Blaine Rout, City Planner

2.13 Central Business District

Central Business (CB)

Intent

The "CB" district is intended to provide areas for the combination of land uses common to traditional central business districts. This zoning district is intended to accommodate the current uses and structures within Greencastle's traditional downtown and permit the continued, contextually appropriate development of the area. The "CB" district is further intended to support the preservation of Greencastle's Courthouse Square National Register Historic District.

The Greencastle Plan Commission and Board of Zoning Appeals should strive to use this district to protect the existing downtown area from incompatible uses and inappropriate development standards. This zoning district should also be used to provide for contextually appropriate infill development in and around the downtown area.

A. Permitted Uses**Residential Uses**

- dwelling, single-family (upper floors)
- dwelling, two-family (upper floors)
- dwelling, multi-family (upper floors)

Public/Institutional Uses

- lodge or private club
- community center
- church or place of worship
- day-care center
- funeral home/mortuary/crematory
- hospital/medical center
- government office
- fire/police/rescue station
- post office
- library
- museum
- parking lot/garage

Park Uses

- nature preserve/center
- athletic fields/courts/areas
- park/playground

Commercial Uses

- recreation uses (small scale)
- personal service uses
- office uses
- retail uses (small scale)
- retail uses (medium scale)

Notes

1. Use Matrix: The Use Matrix at the end of this Article (p. 40) provides detailed use listings for all zoning districts.
2. Planned Unit Developments: Any zoning district may be re-zoned to "PUD", Planned Unit Development as specified in Article 8 of this Ordinance.
3. Subdivisions Permitted: The subdivision of land in this district shall be consistent with all applicable provisions of the Greencastle Subdivision Control Ordinance.
4. Incidental Uses: Incidental uses and standards are listed in Chapter 5.6 of this Ordinance.

B. Special Exception Uses**Agricultural Uses**

- farmer's market (for products grown off-site)

Residential Uses

- dwelling, multi-family (lower floor and combined lower/upper floors"

Public/Institutional Uses

- institutional facility for the mentally ill
- institutional facility for the developmentally disabled
- school (P-12)
- trade or business school

Communications/Utility Uses

- railroad right-of-way
- utility substation/transmission line/right-of-way
- wireless telecommunications tower/facility
- water tower

Park Uses

- theater (outdoor)

Commercial Uses

- bus/mass transit terminal
- recreation uses (medium scale)
- retail uses (large scale)
- data processing center
- hotels

2.21 Land Use Matrix

Agriculture & Residential Use Matrix

Use (P - Permitted, S- Special Exception)	District																
	AG	A/R	SD1	SD2	TN	TD	XD	MD	MH	CB	GB1	GB2	PB	LI	GI	UN	ME
Agriculture Uses																	
farm (general)	P	P															
grazing/pasture land																	
livestock raising/breeding																	
crop production																	
crop processing/storage (of materials produced on-site)																	
farm (confined feeding)	S	S															
farm equipment sales and service												P		S			
farmers market (for sale of products grown off-site)	S	S								S	S	S					
animal boarding	P	P															
livestock auction/sales facility	S											S		S			
commercial greenhouse											S	P		S	S		
agricultural product sales, distribution, & storage												S		P			
fertilizer sales																	
seed sales																	
farm co-op. facility																	
Residential Uses																	
dwelling, farm	P	P															
dwelling, single-family	P	P	P	P	P	S	P		S								P
dwelling, manufactured home type I																	
dwelling, manufactured home type II																	
dwelling, mobile home/manufactured home type III									P								
dwelling, single family (upper floors)										P	P		P				
dwelling, two-family			S	S	S	P	P										S
dwelling, two-family (upper floors)										P	P		P				
dwelling, multi-family			S	S	S	S	P	P		S							S
dwelling, multi-family (upper floors)										P	P		P				
residential facility for the mentally ill		P	P	P	P	P	P										
residential facility for the developmentally disabled type I		P	P	P	P	P	P										
residential facility for the developmentally disabled type II		S	S	S	S	S	S										
assisted living/retirement facility						S	S	P			S						
nursing home						S	S	P			S						
bed and breakfast facility	S	S	S		S		S										S
boarding house								S									S
dormitory																	P
fraternity/sorority/student co-op					S			S									P
aircraft hangar home														P			

5.8 Residential Standards

Residential Standards

Intent

The intent of this Chapter is to establish requirements for residential facilities for the mentally ill that both minimize potential conflicts between these uses and other types of residential uses and permit the establishment of such uses consistent with IC 12-28-4-7. Also, this Chapter is intended to establish requirements for infill construction and additions to existing structures in the city's traditional neighborhoods. The purpose of the requirements is to ensure that all new construction is contextually appropriate and consistent with the character of the neighborhoods. Furthermore, this Chapter is intended to clarify residential use requirements in the Central Business District.

Part 1: These residential facility Residential Standards apply to the following district(s):

AG A/R SD1 SD2 TN TD XD MD MH GE

- A. Residential Facilities for the Mentally Ill as Permitted Uses:** Residential facilities for the mentally ill shall be permitted in all residential zoning districts, consistent with Article 2 of this Ordinance. All such facilities shall be required to comply with all licensing and operational standards of the State of Indiana.
1. **Exclusion Prohibited:** In no instances shall a residential facility for the mentally ill be prohibited from locating, expanding, or operating in a residential area solely because the facility is a business or because the individuals residing in the facility are not related.
 2. **Separation:** In no case may a residential facility for the mentally ill be located within 3,000 feet of any other residential facility for the mentally ill, as measured between the property lines of the lots or parcels on which the uses are (or are proposed to be) located.
- B. Residential Facilities for the Developmentally Disabled as Permitted Uses:** Residential facilities for the developmentally disabled type I shall be permitted in all zoning districts which permit residential use, consistent with Article 2 of this Ordinance. Residential facilities for the developmentally disabled type I are defined as those that are not designed for, nor accommodate more than 8 developmentally disabled individuals. Type II facilities accommodate more than 8 developmentally disabled individuals (consistent with IC 12-28-4-7).

Part 2: These traditional Residential Standards apply to the following district(s):

TN

- A. Entrances:** The main entrance (front door) of all residential structures shall face the public street on which the lot has frontage.
- B. Garage Setbacks:** All attached and detached garages with vehicle entrances (garage doors) which face the public street on which the lot has frontage shall be located a minimum of 10 feet behind the front setback provided by the living area of the residence. In no instance shall any open porch, bay window, eve, fireplace, exterior stair, or other similar feature be considered part of the living area of the residence.
- C. Conversion from Single Family Use:** Any residential structure converted from the use for which it was originally designed to a use that includes an increase in the number of dwelling units or a business use shall meet the following standards:
1. **Entrances:** The original main entrance of the residence should be used as the main entrance for the new use and for any new dwelling units. In no instance should additional entrances be created to accommodate additional dwelling units; all dwelling units should have individual entrances off of a common lobby accessed by the original front entrance.

5.8 Residential Standards

Residential Standards

Part 4: These multi-family Residential Standards apply to the following district(s):

CB

A. Restriction on multi-family dwelling lower (ground) floor residential use

location: Multi-family lower (ground) floor as well as lower (ground) floor residential use in combination with upper floor residential use shall be restricted in the following areas:

1. N Jackson Street from the intersection of Columbia Street to Poplar Street.
2. Franklin Street from the intersection of N Jackson Street to Indiana Street
3. Indiana Street from the intersection of Franklin Street to Washington Street.
4. Washington Street from the intersection of N Jackson Street to Locust Street.

COLUMBIA ST

**MULTI-FAMILY GROUND
FLOOR LOCATION
RESTRICTION IN RED**

FRANKLIN ST

INDIANA ST

JACKSON ST

WASHINGTON ST

LOCUST ST

POPLAR ST

11.2 Notice of Public Hearing

Notice of Public Hearing

See Also: IC-5-3-1

For all public hearings, the notice shall be provided to the public consistent with the requirements of this Chapter. Required public notice shall include the following:

- A. **Legal Notice:** The City Planner shall prepare a legal notice consistent with the requirements of IC 5-3-1 for publication in the *Greencastle, Indiana Banner-Graphic* newspaper. The legal notice shall appear in the newspaper no less than 1 time at least 10 days prior to the date of the public hearing. Legal notices shall include each of the following:
1. Property Location: The general location of the subject property, including its common address and a legal description of the land which is included,
 2. Available Plans: That the project plans are available for examination at the office of the Greencastle Plan Commission,
 3. Hearing Information: That a public hearing will be held giving the date, place, and hour of the hearing, and
 4. Written Comments: That written comments on the petition will be accepted prior to the public hearing and may be submitted to the City Planner.
- B. **Notice to Interested Parties:** The petitioner shall prepare and distribute written notice of the petition to all **property owners** within 2 ownerships or 250 feet of the boundaries of the subject property, whichever is greater. In no instances shall streets, streams, or other features be considered boundaries precluding notification.
1. Notice Information: The notice shall contain the same information as the legal notice which is published in the newspaper as outlined in Section 11.2(A).
 2. Responsibility: The distribution and cost of the notice shall be the responsibility of the petitioner.
 3. Ownership Information: The petitioner shall obtain the names and mailing addresses of those to be notified from the Plat Books contained in the Putnam County Plat Office. The names and addresses of these property owners shall be submitted to the City Planner at the time the petition is filed.
 4. Notification Requirements: The notices shall be sent to each property owner at least 1 time and must be postmarked a minimum of at least 10 days before the date of the public hearing. **The mailing shall be via a Certificate of Mailing through the United States Postal Service. No other form of mailing shall be accepted. The mailing shall be via either Certified Mailing, Certificate of Mailing, or by any other means deemed acceptable per Indiana State Code.**
 5. Notification Certification: **A copy of the materials provided to each property owner, the completed Certificate of Mailing, A copy of the materials provided to each property owner, the completed Certificate of Mailing, Certified Mailing Receipt, or any other instrument deemed acceptable per Indiana State Code,** and a signed and notarized Affidavit of Notice certifying the correctness of the mailing list shall be provided to the City Planner by the petitioner a minimum of 3 business days prior to the date of the public hearing.

ORDINANCE 2025- 8

**AN ORDINANCE AMENDING THE TEXT OF
THE CITY OF GREENCASTLE, INDIANA
ZONING ORDINANCE**

WHEREAS, the City of Greencastle (the City) replaced its Zoning Ordinance on October 9th, 2025;

WHEREAS, it is desirable, and in the City’s best interests to amend the Zoning Ordinance and Subdivision Control Ordinance as indicated below.

NOW THEREFORE be it ordained by the Common Council of the City of Greencastle that it hereby amends the following sections of the Zoning Ordinance and Subdivision Control Ordinance in the Greencastle City Code to read as follows:

ZONING ORDINANCE

- Article 2, Section 2.13 Central Business District

“B. Special Exception Uses

Agricultural Uses

- *farmer’s market (for products grown off-site)*

Residential Uses

- *dwelling, multi-family (lower floor and combined lower/upper floors)”*

- Article 2, Section 2.21 Land Use Matrix

Use (P - Permitted, S- Special Exception)	District																
	AG	A/R	SD1	SD2	TN	TD	XD	MD	MH	CB	GB1	GB2	PB	LI	GI	UN	ME
Agriculture Uses																	
farm (general)	P	P															
grazing/pasture land																	
livestock raising/breeding																	
crop production																	
crop processing/storage (of materials produced on-site)																	
farm (confined feeding)	S	S															
farm equipment sales and service													P		S		
farmers market (for sale of products grown off-site)	S	S								S	S	S					
animal boarding	P	P															
livestock auction/sales facility	S											S		S			
commercial greenhouse										S	P	S	S				
agricultural product sales, distribution, & storage											S		P				
fertilizer sales																	
seed sales																	
farm co-op, facility																	
Residential Uses																	
dwelling, farm	P	P															
dwelling, single-family	P	P	P	P	P	S	P		S								P
dwelling, manufactured home type I																	
dwelling, manufactured home type II																	
dwelling, mobile home/manufactured home type III									P								
dwelling, single family (upper floors)										P	P		P				
dwelling, two-family			S	S	S	P	P										S
dwelling, two-family (upper floors)										P	P		P				
dwelling, multi-family			S	S	S	S	P	P		S							S
dwelling, multi-family (upper floors)										P	P		P				
residential facility for the mentally ill		P	P	P	P	P	P										
residential facility for the developmentally disabled type I		P	P	P	P	P	P										
residential facility for the developmentally disabled type II		S	S	S	S	S	S										
assisted living/retirement facility						S	S	P			S						
nursing home						S	S	P			S						
bed and breakfast facility	S	S	S		S		S										S
boarding house								S									S
dormitory																	P
fraternity/sorority/student co-op					S			S									P
aircraft hangar home														P			

- Article 5, Section 5.8 Residential Standards

“Intent

The intent of this Chapter is to establish requirements for residential facilities for the mentally ill that both minimize potential conflicts between these uses and other types of residential uses and permit the establishment of such uses consistent with JC 12-28-4-7. Also, this Chapter is intended to establish requirements for infill construction and additions to existing structures in the city's traditional neighborhoods. The purpose of the requirements is to ensure that all new construction is contextually appropriate and consistent with the character of the neighborhoods. Furthermore, this Chapter is intended to clarify residential use requirements in the Central Business District.”

“Part 4: These multi-family Residential Standards apply to the following district(s):

CB

A. Restriction on multi-family dwelling lower (ground) floor residential use location: Multi-family lower (ground) floor as well as lower (ground) floor residential use in combination with upper floor residential use shall be restricted in the following areas:

- 1. N Jackson Street from the intersection of Columbia Street to Poplar Street.***
- 2. Franklin Street from the intersection of N Jackson Street to Indiana Street.***
- 3. Indiana Street from the intersection of Franklin Street to Washington St.***
- 4. Washington Street from the intersection of N Jackson Street to Locust Street.”***

- **Article 11, Section 11.2 Notice of Public Hearing**

“4. Notification Requirements: The notices shall be sent to each property owner at least 1 time and must be postmarked a minimum of at least 10 days before the date of the public hearing. **The mailing shall be via either Certified Mailing, Certificate of Mailing, or by any other means deemed acceptable per Indiana State Code.**

5. Notification Certification: **A copy of the materials provided to each property owner, the completed Certificate of Mailing, Certified Mailing Receipt, or any other instrument deemed acceptable per Indiana State Code,** and a signed and notarized Affidavit of Notice certifying the correctness of the mailing list shall be provided to the City Planner by the petitioner a minimum of 3 business days prior to the date of the public hearing.”

All other terms and conditions contained within the Zoning Ordinance shall remain in full force and effect.

This Ordinance shall have full force and effect upon passage of the Greencastle Common Council and its approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Greencastle, Indiana this 9th day of October, 2025.

Mark Hammer

Stacie Langdon

David Masten

Tina Nicholson

Kathi Asbell

Vincent Aguirre

Darrel Thomas

Approved and signed by me this _____ day of _____, 2025, at _____ o'clock ____ .m.

Lynda Dunbar, Mayor

ATTEST:

Mikayla J. Johnson, Clerk-Treasurer