

A decorative graphic consisting of several overlapping rectangular and trapezoidal shapes in shades of green and teal. A large green rectangle is on the left, with a teal trapezoid extending from its bottom edge. Another teal trapezoid is positioned above the main text, and a vertical green bar is on the right side.

*CITY OF GREENFIELD
PLANNING AND BUILDING
YEAR END REPORT*

2018

2018 Year End Summary

Summary

In 2018, staff successfully applied for and received the Regional Stellar Communities Designation as part of the Health and Heritage Region. This includes a partnership with Fortville, Greenfield, and Hancock County. This was the first year of the program having a regional outlook, and many at the State level were impressed with our region's ability to plan and implement projects. This grant will bring \$15,000,000 in State resources to the region and leverage private investment.



Construction outlooks continue to be positive in Greenfield, with new permits continuing to come through the Department. Single-family permits continue to rise, and we expect that the incoming jobs and improvements to amenities like the pool will keep this trend going. Staff is underway with crafting a new zoning code that will be more user-friendly, visually impactful, and a general improvement that cleans up some of the quirks of our previous code and modernizes some ordinances.

We also had a fun partnering with Greenfield Main Street to bring a pixy and goblin scavenger hunt and new mural to downtown Greenfield. We celebrated our successes during Downtown Development Week with multiple community events such as a rock painting event, a pixy door event, and others that brought people out to have a good time.

Board and Enforcement Highlights

Plan Commission: 11 Filings

Board of Zoning Appeals: 17 Filings, multiple requests for larger accessory structures

Historic Board: 15 Filings

Zoning Violation Actions: 357 violations sent, over 60 properties sent to mowing teams

PERMITTING

525 Permits for the Year
(all categories)

168 Single-Family Permits

- 141 in 2017
- 81 in 2016
- Single Family 10 Year Average is 73.2 permits per year

172 Total Residential Permits compared to 201 last year (had a multi-family development in 2017)

67 Commercial Permits

130 Fence Permits

May and June were the highest volume of permits each with 61 permits submitted.

Our Vision is to be a trusted, valued and respected resource; a department that preserves and fosters our community character while being firm, fair, and consistent in our duties.

2018 Planning and Administration

- Launch of Department reorganization with one additional building inspector position in 2018 filled by Donna Butler, Summer Grinstead moved into permit technician position, and Erikk Knapp named Building Commissioner
- Kickoff of Zone Code/ Municipal Code Updates
- Completed Downtown Capital Improvements Plan
- Completed Regional Development Plan
- Created Multi-Department Special Events Permit

2018 Grants

- OCRA MSRP \$500,000 grant + \$200,000 local match = 10 historic façade renovations ~ completed
- Assisted Parks and Engineering Department with Next Level Trails funding for Brandywine and Franklin
- Facilitated Indiana Arts Council Consultancy Award
- Adopted County Wide Trail Plan ~ a county-wide community collaboration with local grant funding
- Awarded \$1,000 Downtown Development week grant and launched Pixie Door Program
- Awarded \$1,000 Community Rocks grant
- Awarded \$15,000,000 Regional Stellar Designation

2018 Petitions

- 11 Plan Commission petitions
- 17 Board of Zoning Appeal petitions
- 15 Historic Board petitions

2018 Building & Zoning

- 2018 Permits issued through Dec
 - 172 1 & 2 family permits
 - 67 commercial permits Construction value of \$50,504,540
- 2,600 building inspections
- Blight Removal
 - Monitoring and pursuing compliance of 27 properties since 2016.
 - 9 properties under repair or completed repair
 - 3 buildings demolished by the City
 - 5 buildings remain demolition priority for 2019
 - 10 properties being monitored
- 377 Zoning Violations executed in 2018
 - Weeds 241
 - Trash 65
 - No Building Permit 17
 - No Sign Permit 15
 - Illegal Use 1

- Inoperable/Unlicensed Vehicle 8
- Unsafe buildings 15
- Other 15

- Building Professional Education Certifications for 2018
 - Erik Knapp certified IN Association of Building Officials & International Code Council Code Classes
 - IABO - The General Administrative Rules (675 IAC 12) Rules 3,4,5,6,9,10,11, and 13
 - IABO - NFPA 72 - 2010 Fire Alarm Systems
 - ICC 2012 IBC (2014 Indiana Amendments)
 - IABO - Essentials of Quality Concrete
 - 2014 InFC Chapter 31 - Tents and Other Membrane Structures
 - Code Enforcement Best Practices (IABO)
 - Overview of Code Enforcement Webinar (May 16)
 - Building Department Processes webinar (May 30)
 - Legal Principles webinar (June 06)
 - IABO 2012 IFC high-piled storage
 - 2012 IBC Fundamentals (IABO)
 - Designing Drainage and Venting Systems - Based on the 2006 International Plumbing Code 5th Edition
 - 2005 InRC Introduction to Basic Electrical Provisions (IABO)
 - IABO (What is an Industrialized Building, Mobile Structure, and Manufactured Home? Everything you need to know) seminar
 - IABO Code Palooza (training seminar)

 - Donna Butler certified IN Association of Building Officials & International Code Council Code Classes
 - IABO Residential Code: Swimming Pools seminar
 - IABO 2005 Indiana Residential Code Chapter 11 and RES Check AND 2009 Indiana Electric Code to Solar Energy
 - IABO Transitioning from 2003 InRC to 2015 IRC
 - General Administrative Rules (675 IAC 12)
 - Essentials of Quality Concrete
 - 2018 Indiana Code Conference – Commercial Tents
 - 2012 IBC Fundamentals
 - 2018 Fall Indiana Code Conference
 - 2005 InRC Introduction to Basic Electrical Provisions
 - Code Palooza
 - 2005 IRC Mechanical Fuel Gas Provisions including Combustion Air, Ventilation, Gas Pipe Sizing
 - Industrialized Buildings, Mobile Structures and Manufactured Housing
 - Residential Swimming Pools & Electrical Bonding

 - Summer Grinstead
 - IABO 2005 InRC Introduction to Basic Electrical Provisions
 - IABO Code Palooza

2018 Special Projects

- Hancock County Leadership Training ~ Donna Butler
- Certified Public Manager (Supervisor) Training ~ Jenna Wertman
- Hancock Flat 50 Committee ~ Joanie Fitzwater

- Continued Leadership Board Work ~ Summer Grinstead, Jen Frye
- MSRP management ~ Joanie Fitzwater, Jen Frye
- Design services for the Lizabuth Anne's Kitchen Remodel ~ Erikk Knapp
- Grant writing assistance for Destination Development Grant for Lizabuth Anne's Kitchen Jenna Wertman
- Liaison to the Mayor's Youth Council ~ Jenna Wertman
- Liaisons to the Hancock County-wide trails plan ~ Joanie Fitzwater
- Liaison to Branding Initiative ~ Jenna Wertman
- President of Greenfield Main Street Board ~ Joanie Fitzwater
- Ball State CPM Board member ~ Joanie Fitzwater
- Pitch Night ~ Joanie Fitzwater
- Downtown Development week ~ Jenna Wertman, Joanie Fitzwater
- Graphic Design work for Planning, Parks, and Greenfield Main Street ~ Jenna Wertman
- Committee to install mural downtown resulting in international artist Andrew Hem mural on the Living Alley ~ Jenna Wertman, Joanie Fitzwater
- Capital Improvement Plan Community collaboration Joanie Fitzwater, Jenna Wertman
- Zone and Municipal Code updates, Joanie Fitzwater, Jenna Wertman, Summer Grinstead, Donna Butler
- Organized Regional team to secure \$15 million in State of Indiana Stellar Funding, Jenna Wertman, Joanie Fitzwater
- my Sidewalk program~ Jenna Wertman
- Reviewed new Permit Software programs ~ Jenna Wertman, Sumer Grinstead, Donna Butler, Erikk Knapp, Jen Frye, Joanie Fitzwater
- Made application for an EPA \$300,000 Brownfields Grant ~ Joanie Fitzwater

2019 Goals:

- Complete Zone Code Update
- Complete Municipal Code Update
- Set up and migrate data for Citizenserv permit software program
- Continue to cross train employees
- National Certified Public Manager (CPM) certification for Jenna Wertman
- Continued Staff training in inspections and plan review for a safe community
- Unsafe Building Program to continue with remediation goal of 3 unsafe structures per year
- Census Update 2020 ~ Donna Butler and Joanie Fitzwater
- Assist Engineering in Thoroughfare Plan Update
- Collaborate with all municipalities on implementing Hancock County Trails plan sustainability
- Continue to engage High School youth in Planning Process
- Create Historic Sign Design Guidelines for downtown district
- Integrate Jen Frye's skillset into Stellar Program Tracking
- Stellar Program and Project Development
 - Community Engagement Place making \$15,000 grant awarded by OCRA and matched with local Tourism dollars to keep public informed of construction projects, to keep businesses open and operating through construction, and to inform public of Stellar projects in general.
 - Pursue IN Housing and Community Development (IN Housing and Community Development Association) CDBG (Community Development Block Grant) Owner Occupied Rehab Program 2018. \$125,000 each for Fortville and Greenfield / \$25,000 per owner occupied home

- Inclusive Park at Franklin Park, cost, design, bid out, construct in September
- Design and Due Diligence of Depot St Park
- Gap Funding of Lizbuth Ann's Kitchen
- Grain Elevator Due Diligence
- Pursue and develop County portion of Stellar funding
- Design of Riley Literary Trail
- Building investigation for MSRP 2020
- Apply for second Stellar CDBG project TBD ~ Depot Street reconstruction?
- Set up Stellar Regional Collaboration programming
- Continue Private Sponsorship funding outreach for Stellar

GREENFIELD WILL CONTINUE TO BE AN AUTHENTIC AMERICAN CITY BY

1. Investing in the historic downtown, surrounding neighborhoods, and corridors to preserve our heritage and provide a cultural center that inspires future innovation **(Heritage/Legacy)**

2. Promoting a targeted economic development strategy through identification of prime sectors for job growth and investment in quality business retention/expansion programs **(Economic Development)**

3. Prioritizing all aspects of community health through housing, infrastructure, and amenities designed for people of all ages and abilities **(Livable Community)**

4. Providing exemplary learning opportunities through partnerships with educational, institutional, service, and business organizations **(Collaboration/Education)**