

PLANNING DEPARTMENT REPORT

From: Planning Staff
To: Lapel Advisory Planning Commission
Date: 03/05/2026

The focus of this report is to provide the Plan Commission with updates about planning activity that does not come before the Plan Commission so that commissioners may be informed about planning staff activity. The tables below provide information about the current and some recently approved petitions. Also, some other information is provided on some development-related activities and planning administrative things.

NON-RESIDENTIAL PERMITS

CASE #	STATUS	LOCATION	APPLICANT	DESCRIPTION
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PLANNING PETITIONS

CASE #	STATUS	LOCATION	APPLICANT	DESCRIPTION
PLAT-2026-01	Signed	7702 W SR 38	Lee Anne Hilsabeck	Preliminary Administrative Plat (Rural Development Concept Plan) for Lee Farms West Farm
PLAT-2026-02	Tentatively Approved	7702 W SR 38	Lee Anne Hilsabeck	Final Administrative Plat for Lee Farms West Farm
PLAT-2026-03	Tentatively Approved	406 E 9 th St	Aaron Riffey	Replat to combine two residential lots into one

BZA CASES UPDATES

Submitted/About to be submitted:

- I had a pre-filing meeting with a property owner seeking approval for duplex use on a property that appears to have been used as a duplex in the recent past. It is unclear to me if the duplex use can be grandfathered as a legal non-conforming use because it isn't clear when that use may have began, when it may have ended, and for how long the property was not used that way before the prospective applicant bought the property and sought to resume that use.

OTHER DEVELOPMENT UPDATES

This section of the report provides updates on the developments that might not be in the Plan Commission purview anymore but would be good for the PC to be informed about.

ADMINISTRATIVE MATTERS

This section of the report goes over the administrative topics like creating application forms, fee updates, creating operating procedures, etc.

- Allowed Uses in Various Districts:** Each zoning district in the Lapel UDO has a list of permitted and special uses, and anyone seeking to use a property in a way not listed in this list must seek a Variance of Use or a Use Classification from the BZA. It costs \$300 to seek a Residential variance and \$500 for a Non-Residential variance, and neither is guaranteed. If the Town wants to attract more businesses in particular, the use tables should be amended to more clearly allow more uses. See the attached memo for more information.

- **New State Requirements:** HB 1001 (2026) has passed the state legislature, and it is expected that the governor will sign the bill. It includes a number of regulatory changes and introduces new reporting requirements for local government units, such as the Town of Lapel. I've read the version that was passed and identified where the new requirements may impact Lapel's UDO, staff responsibilities, and procedures for processing and approving applications. See the attached memo for more information.