

**ANDERSON TOWNSHIP ZONING COMMISSION
MARCH 23, 2026**

The Anderson Township Zoning Commission held a regular meeting, duly called, on March 23, 2026, at 5:30 P.M. Present were the following members:

Jonathan Gothard, Chair, Brian Elliff, Vice Chair, Jay Lewis, Susan Ward, Alternate, Douglas Pfingstag, Second Alternate

Also, present when the meeting was called to order were Paul Drury, Director of Planning and Zoning, Eli Davies, Planner I. No others were in attendance.

Mr. Gothard welcomed everyone and reminded all to sign in at the front of the doorway.

Approval of Agenda

Mr. Lewis moved, Ms. Ward seconded, to approve the agenda for tonight's meeting no modifications.

A unanimous vote was taken

Approval of Minutes

Mr. Elliff moved, Ms. Ward seconded to approve the minutes from the February 23, 2026, Zoning Commission meeting, with two modifications.

3 Yeas, 2 Abstain- Mr. Lewis and Mr. Pfingstag

CASE 1-2026 LUP

Mr. Drury stated that Case 1-2026 LUP, for the Anderson Township Design Guidelines, is brought today by the Anderson Township Planning and Zoning Staff, on behalf of the Anderson Township Board of Trustees.

Mr. Drury stated that the applicant is requesting a recommendation to the Anderson Township Board of Trustees for approval of updates made to the Anderson Township Design Guidelines.

Mr. Drury stated that the Adoption of the Plan was initiated by the Board of Township Trustees on February 19, 2026.

Mr. Drury stated in 2011, Anderson Township adopted an Anderson Plan Update. One of the recommendations was the development of design guidelines for the Township. As a result, the Township's Economic Development Committee (EDC) spearheaded an effort to the development of these guidelines, making it one of their initiatives. In 2012, staff worked with

the EDC to develop guidelines for Beechmont Avenue; however, after considerable discussion it was decided that these should apply to all non-residential areas of the Township.

Mr. Drury stated that on January 9, 2014, the Anderson Township Design Guidelines were adopted.

Mr. Drury stated that in 2024, staff reviewed the Design Guidelines and determined that an update was necessary to maintain consistency with the goals and recommendations outlined in the Anderson Plan and to ensure all plans remain current and relevant. The current Design Guidelines contain some example imagery, formatting, and written language that no longer reflect contemporary design standards.

Mr. Drury stated in early 2026 draft guidelines were prepared by the Planning and Zoning Staff. Staff initiated an online public comment period through an ArcGIS Story Map which began on Tuesday, January 20th through Monday, February 23rd. Staff also publicized the survey on the Township's website and social media, the Anderson Area Chamber newsletter, and through temporary signs throughout the Township. An article was published in Anderson Insights about the update process as part of the fall 2025 issue.

Mr. Drury stated that the Design Guidelines update had three aspects. First, the plan updated the majority of the photos of the 2014 document. Second, the plan had a refreshed, modern design style. Third, the update is more concise, combining some guidelines and sections from the original, or trimming the language within the guidelines while retaining the original spirit of the guidelines as much as possible. The update also added guidelines and photos for public art to the Pedestrian Spaces section and to the On-Site Amenities sections of the Site Planning chapter.

Mr. Drury stated that the following changes came from the public comment portion:

- Revised the "What are the Design Guidelines" section in the Introduction to mention "office, retail, industrial, and multi-family" zoning districts instead of "non-residential and multi-family" zoning districts.
- Added a guideline for bicycle parking in the Parking Areas section of the Site Planning chapter.
- Added a guideline for native plants to the General Principles section of the Landscape chapter.

- Added language promoting native plants to the Suitability guideline of the Tree Selection & Planting section of the Landscape chapter.
- Added language promoting native plants to the Selection guideline of the Shrubs & Ornamental Planting section of the Landscape chapter.
- Added a guideline for native plants to the Landscape Maintenance section of the Landscape chapter.
- Fixed minor formatting and spelling errors.

Mr. Lewis asked for clarification about guidelines vs. the zoning code and whether the guidelines would be incorporated as zoning requirements. **Mr. Drury** replied that there is the difference between the legal requirements of the Zoning Resolution versus the recommendations of the Design Guidelines. **Mr. Lewis** provided a hypothetical example regarding an awning sign on Beechmont Avenue. **Mr. Drury** replied that staff would follow the Zoning Resolution first and present recommendations to the applicant and the Zoning Commission based on the Design Guidelines.

Mr. Elliff commended staff on the document, noting that the pictures are very helpful. He added that on Page 32, regarding monument signage, that if the board adopts the update, incorporating more zoning requirements for monument style signage may be something to pursue to have applicants request a variance from the monument style signage. **Mr. Drury** asked whether a change is needed for the Design Guidelines or Zoning Resolution. **Mr. Elliff** replied that both would be helpful, with a specific guideline included in the Design Guidelines.

Mr. Elliff asked that on page 28 for lighting, is there a preference for a flat lens, down directed fixture and that maybe staff needs to consider adding more specific language regarding lighting fixtures.

Ms. Ward stated that most of her questions have been answered, including the difference between guidelines and zoning requirements.

Mr. Gothard asked if on page 27, regarding the minimum levels of lighting, if there should be a reference to the Zoning Resolution's guidelines for levels. He stated that regarding light pollution, to remove residential properties and stated that light pollution is bad regardless. He added that in regards to Mr. Elliff's comment, there should be a modification in the Zoning

Resolution, not the Design Guidelines. He added that otherwise, it's a fantastic document and job and the photos provide good examples.

Mr. Lewis stated that on page 32, to check spelling of compliment/complement in the caption.

Mr. Elliff stated that on page 29, the image shows a slightly obsolete fixture and needs to be updated to a more modern, downward directed fixture.

The public hearing was closed at 5:47 PM.

DECISION

Mr. Elliff moved, Ms. Ward seconded to recommend approval of Case 1-2026 LUP, for the Anderson Township Design Guidelines, as recommended by staff and the commission's recommendations.

5 Yeas

The next regular meeting would be held on April 27, 2026, at 5:30 p.m. at Anderson Center.
The meeting was adjourned at 5:48 PM.

Respectfully submitted,



Jay Lewis, Acting Chair