



PLAN COMMISSION STAFF REPORT

To: Members of the Plan Commission

From: Sergio Mendoza, Planning Director

Meeting Date: September 9, 2025

Agenda Item: PC 24-011

Application Type: Preliminary Subdivision (Replat)

Hearing: Preliminary

Summary: Applicant is requesting re-subdivide/re-plat BROADMOOR SUBIVISION, BLOCK 4, LOTS 25, 26, 27, 28 & 29, into a 1-Lot Subdivision to be known as CREW CAR WASH MUNSTER and to be commonly identified as 111 Ridge Road.

Applicant: Bruce Boyer, representing Crew Car Wash

Property Address: 111 Ridge Road and 8234-37 Forest Avenue

Current Zoning: CD-4. A. General Urban (commercial)

Adjacent Zoning: North: CD-3-R1 70' One-Family (Residential)
South: CD-4. A. General Urban (commercial)
East: CD-4. A. General Urban (commercial)
West: CD-4. A. General Urban (commercial)

Applicant Requesting: Schedule Public Hearing

Action Required: Schedule Public Hearing
Review of Subdivision Codes

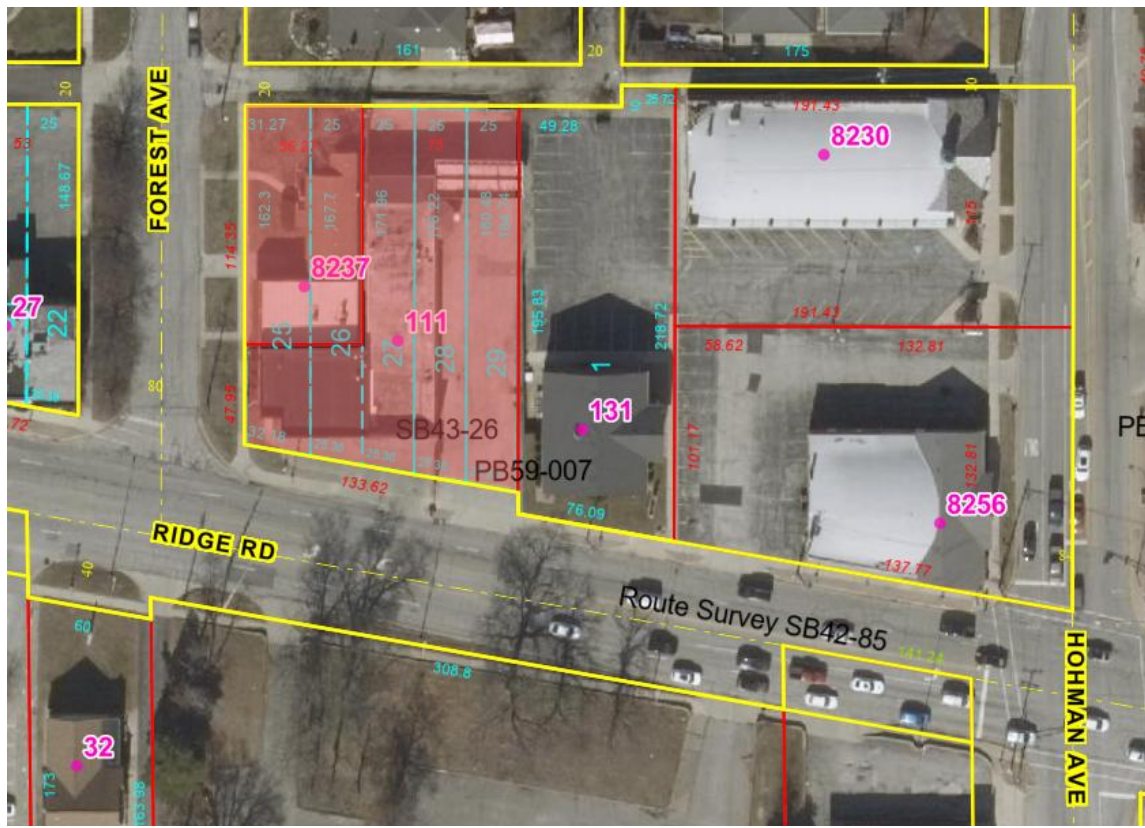
Staff Recommendation: Schedule PC 24-011 for a Public Hearing on October 14, 2025

Attachments:

1. Subdivision Application, Exhibit A
2. Preliminary Plat/Subdivision, Exhibit B
3. Site Work Plans, Exhibit C

PROJECT LOCATION

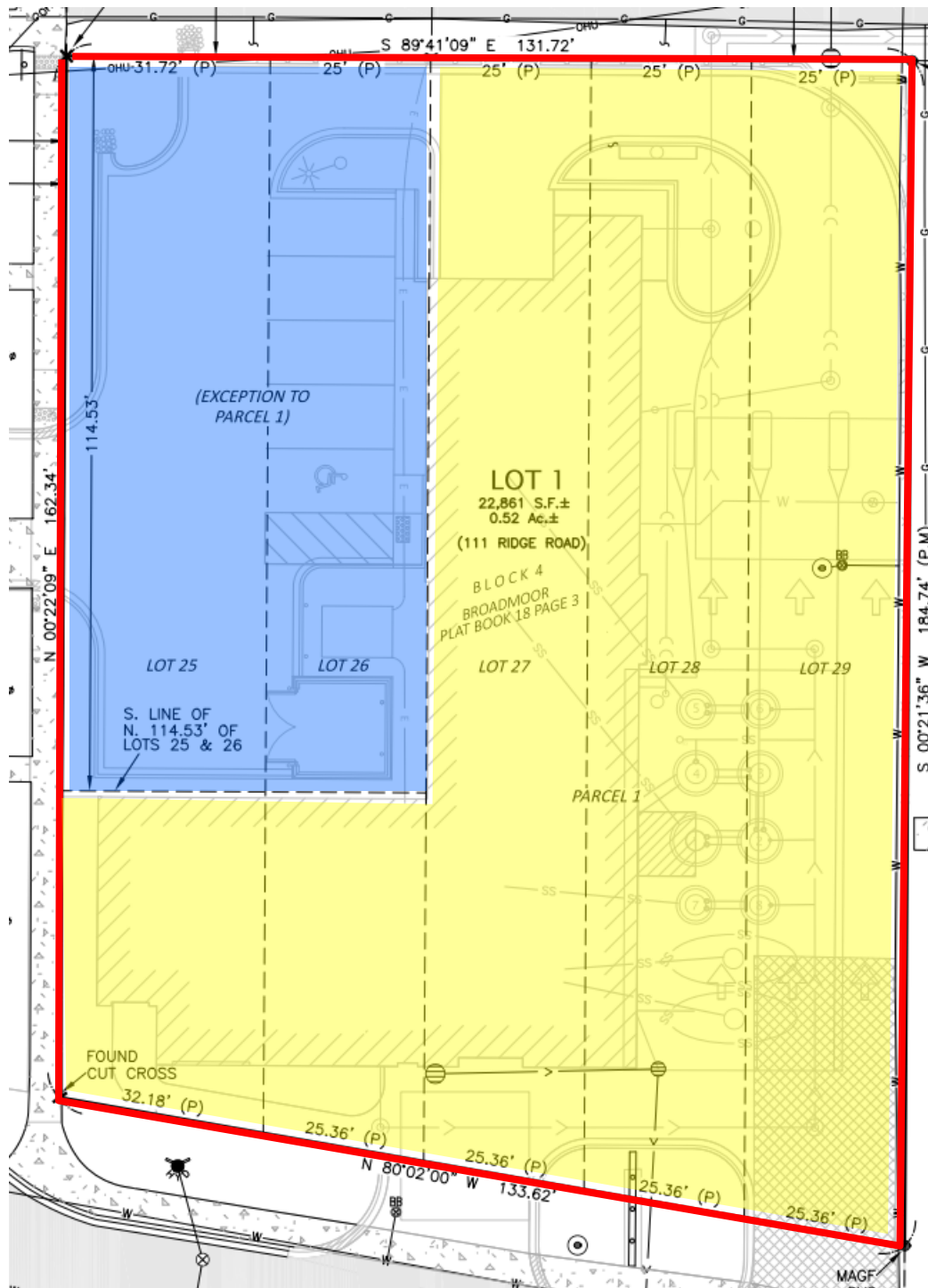
The proposed 1-Lot Subdivision/Replat is located at the northeast corner of Ridge Road and Forest Avenue, west of Homan Avenue. The subject parcels are commonly known as 8237 Forest Avenue and 111 Ridge Road.



PROJECT BRIEFING

DAHM NO. 63 LLC (Crew Car Wash) acquired BROADMOOR SUBIVISION, BLOCK 4, LOTS 25, 26, 27, 28 & 29, recorded as two parcels in 2022. The property was the site of a former carwash facility, retail building, and residential home. Since the property acquisition, the site has been redeveloped by removing the retail building and residential home and remodeled the previous carwash facility to the current Crew Car Wash Business.

The replat of the two parcels into one legal lot of record will total 0.52 acres and allow Crew Car Wash to submit a single-site Development Plan for employee parking, vehicular emergency exit, screening, landscaping, and dumpster design. Interested parties have now requested that the subject lots and parcels be recognized by Town of Munster Plan Commission as: LOT 1 of CREW CAR WASH MUNSTER, per Section 26-233 of the Munster Subdivision Code, Which reads: *"No plat or replat of a subdivision of land located within the territorial jurisdiction of the town plan commission shall be recorded until it shall have been approved by the plan commission and such approval shall have been entered in writing on the plat by the president and secretary of the commission."*



The applicant would like to combine the two parcel and five lots of records, identified above and described below, into one lot through the subdivision process for a single-site development plan, identified above and outlined in red.

Legal Description

BROADMOOR SUBDIVISION, BLOCK 4, NORTH 114.35FT OF LOTS 25 & 26

Legal Description

BROADMOOR SUBDIVISION, BLOCK 4, LOTS 27, 28, 29 & EXCLUDING THE NORTH 114.35FT. OF LOTS 25 & 26

CODE REVIEW**TOWN OF MUNSTER CHAPTER 26 – LAND DEVELOPMENT CODE****ARTICLE V. SUBDIVISION****DIVISION 2 APPROVAL PROCEDURE****Subdivision II. Preliminary Plat****Sec. 26-274. Basic information.**

The preliminary plat of a subdivision shall contain the following information:

- (1)** The proposed name of the subdivision.
- (2)** The location by section, township and range or by other legal description.
- (3)** The name and address of the subdivider.
- (4)** The name, address and seal of the registered professional engineer or land surveyor preparing the plat.
- (5)** The scale of the plat or replat, including the graphic scale, north point and date.

Sec. 26-278. Action by plan commission.

After the public hearing provided for in section 26-277, the commission may, if it finds the preliminary plat meets all the requirements, take the following action:

- (1)** Grant primary approval as to the general acceptability of the layout as submitted.
- (2)** Introduce such changes or revisions as are deemed necessary to the interests and needs of the community.

Sec. 26-277. Public hearing.

- (a)** The plan commission shall consider the application for a subdivision and preliminary plat not later than the second regular monthly meeting following its proper submission. If the commission is satisfied that all conditions have been satisfactorily met by the subdivider, it shall set a date for a public hearing on the proposed plat, giving a written notification to the subdivider. The commission shall then publish a notice of the hearing at least ten days prior to the date set for the hearing. The cost of publishing such notice of the hearing shall be paid by the subdivider to the publisher at the time of inserting the notice.
- (b)** The applicant for subdivision approval shall provide notice of the public hearing on subdivision approval to all property owners who own property within 200 feet of the proposed subdivision at least ten days prior to the hearing. Additionally, the applicant shall cause a notice of the public hearing on the subdivision to be posted prominently on the property for at least ten days prior to the public hearing using a form and sign provided by the town for this purpose.

Sec. 26-280. Findings of fact by plan commission.

The plan commission shall adopt written findings of fact setting forth its reasons for approval or denial of the preliminary plat, and provide such findings to the applicant.

INDIANA CODE TITLE 36. LOCAL GOVERNMENT**ARTICLE 7. PLANNING AND DEVELOPMENT****CHAPTER 4. LOCAL PLANNING AND ZONING****Section 707. Subdivision control; primary approval of plat; findings and decision**

- (a) If, after the hearing, the plan commission or plat committee determines that the application and plat comply with the standards in the subdivision control ordinance, the commission or committee shall make written findings and a decision granting primary approval to the plat. This decision, which must also specify any condition imposed or waiver granted under section 702 of this chapter, must be signed by an official designated in the subdivision control ordinance.
- (b) If, after the hearing, the plan commission or plat committee disapproves the plat, the commission or committee shall make written findings that set forth its reasons and a decision denying primary approval and shall provide the applicant with a copy. This decision must be signed by the official designated in the subdivision control ordinance.

TOWN OF MUNSTER CHARACTER BASED ZONING CODE**Section 26-6. 405. O. 1. h. xiii Condition to Subdivision Approval**

- I. The parking requirements of this Section 26-6.405.O must be complied with before any subdivision may be approved, both for the subdivided Lot and for the Lot or Lots which remain the same.
- II. In the event that any Lot is unable to comply with such requirements, a Variance may be granted only if alternate parking spaces are provided or if it shall be shown that no such alternate spaces are available, that the Lot otherwise complies with this Article and that no economic return can be realized without the grant of Variance, and that the Variance granted is the minimum necessary.
- III. Where two Lots are in the same ownership and one of the Lots is undeveloped, those Lots shall be improved in a coordinated manner to provide parking required for both Lots.

STAFF FINDINGS AND RECOMMENDATION

Staff finds the applicant and interested parties have properly submitted a complete application, supporting document, including Temporary Power of Attorney Affidavit. In additions, review of Division 3 – Design Requirements of the Subdivision Control Ordinance is required so that the plan commission may take action on written Findings and Decisions after the public hearing, at the next regularly scheduled Plan Commission meeting to generally accept the layout as submitted, recognize waivers, or introduce changes or revisions. Finally, staff finds this matter complies with Sec. 26-277 of the Munster Subdivision Code and recommends the Plan Commission consider schedule a Public Hearing for PC 25-011, proposed CREW CAR WASH MUNSTER, 1-LOT subdivision.

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Motion

Plan Commission may consider the following motion:

Motion to schedule PC 25-011, a proposed 1-Lot Subdivision for an October 14, 2025 Public Hearing, including all discussion and findings.