

**TOWN OF UPLAND
ADVISORY PLAN COMMISSION
MINUTES**

Monday June 15, 2026

6:00 pm

Upland Community Building

403 W Washington Street, Upland, IN 46989

1. Call Meeting to Order

Vice President Daena Richmond led the meeting and called it to order at 6 PM.

2. Roll Call

Present: A. Tiberi, M. Harbin, D. Richmond, E. Wolf

Absent: E. Blosser, S. Sizemore, N. Brown

Staff present: M. Fletcher (Clerk-Treasurer), J. Perez (Town Manager), Rose Scovel (town planner, REA)

3. Determination of Quorum

Quorum present. All votes would need to be unanimous.

4. Approval of Meeting Minutes

a. May 18, 2026; Motion by Harbin, second by Richmond. Approved.

5. Public Comments (not related to hearings)

None

6. Old Business

a. 2026-APC-09 Primary Plat: The Highland Section 2 (Randall Miller & Associates, Inc.)

Consideration of a petition for primary plat by Randall Miller & Associates for a 32 lot subdivision located at W South Street and W Jefferson Street both west of 8th Street.

Proposal is based on an old plat for the First Addition to the Town of Upland for the public rights-of-way. The properties are zoned R3. Waivers to the subdivision control ordinance have been requested related to park space and right-of-way width. REMINDER: Plan Commission has exclusive jurisdiction over subdivisions in the Town of Upland. A decision by the plan commission is final, but subject to appeal. The Plan Commission must make Findings of Fact when approving a subdivision.

i. The public hearing was held on April 21, 2026.

ii. The waivers and primary plat were approved May 18, 2026.

iii. Findings of Fact for the Waivers need to be adopted

Motion to approve park waiver findings of fact by Harbin, second by Tiberi. Approved.

Motion to approve right-of-way waiver findings of fact by Tiberi, second by Wolf. Approved.

b. Comprehensive Plan

i. Approach – survey or public workshops?

Discussion of approach to public engagement for the comprehensive plan public engagement. Mail surveys were noted as too costly. Fletcher asked about funds, Perez noted the town leadership would need to figure it out. After debate a motion for one public

workshop and an online survey/workshop was made by Tiberi and seconded by Wolf. There was clarification that paper surveys may be made available for consideration but not mailed. Approved. Workshop will be scheduled after summer break.

c. **HEA 1001 Housing Memo/Presentation**

i. Baseline housing information

Scovel presented housing information. There was a question about the housing projections given the Taylor student population. Scovel noted REA would revisit the people living in “group quarters” like dorms.

7. **New Business**

a. **Fee Ordinance Amendment**

i. For information and discussion

Scovel presented the proposed fee ordinance amendment and noted that Fletcher and Perez would take it to Town Council for consideration.

8. **Miscellaneous**

a. Staff updates

i. Kershner Commons Phase 2A

Scovel noted that Kershner Commons was working through their construction documents and would begin construction.

9. **Board Comments**

None

Scovel noted that Cynthia Bowen from REA would be staffing the July 20, 2026 plan commission meeting.

10. **Adjourn**

Motion by Harbin, second by Tiberi. Approved.

NEXT MEETING: July 20, 2026

Name & Political Affiliation	Position	Term	Appointed By:
Shawn Sizemore	President (2026) / Council		
Daena Richmond	Vice President (2026)		
Nate Brown	Secretary (2026) / Citizen		
Michael Harbin	Member / Council		
Erin Wolf	Member / Citizen		
Ashley Tiberi	Member / Citizen		
Eric Blosser	Member / Citizen		