



TOWN COUNCIL AGENDA

Brownsburg Town Council Meetings are live-streamed and archived.

They are available at <https://www.brownsburg.org/591/Live-Archived-Meetings>.

DATE OF MEETING: Thursday, January 08, 2026, 7:00 p.m. **Doors will open to the public at 6:45 p.m.**

PLACE OF MEETING: Brownsburg Town Hall - 61 N. Green St. Brownsburg, IN 46112

1. CALL TO ORDER BY PRESIDING OFFICER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZENS COMMENTS RELATING TO AGENDA FOR JANUARY 08, 2026
5. CONSENT ITEMS
6. BID OPENING AND/OR AWARD
7. REPORTS FROM COMMISSIONS AND BOARDS

- 7.1. Board of Zoning Appeals Report – (Lauren Bouslog, Planner)

Documents:

[7.1. BOARD OF ZONING APPEALS REPORT.PDF](#)

- 7.2. Advisory Plan Commission Report – (Lauren Bouslog, Planner)

Documents:

[7.2. ADVISORY PLAN COMMISSION REPORT.PDF](#)

8. TOWN ADMINISTRATIVE ITEMS

9. PARK AUTHORITY ITEMS

- 9.1. Five-Year Strategic Master Plan Presentation (Amber Lane, Director of Parks and Recreation)

Documents:

[9.1. FIVE YEAR STRATEGIC MASTER PLAN PRESENTATION.PDF](#)

10. PREVIOUSLY CONSIDERED ITEMS

11. NEW FOR CONSIDERATION

12. TOWN MANAGER ITEMS

13. CLERK-TREASURER ITEMS

14. CITIZEN'S COMMENTS

15. TOWN COUNCIL ITEMS

16. TOWN ATTORNEY ITEMS

17. ADJOURNMENT

The Town of Brownsburg acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretive services, alternative audio/visual devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the Town requests that individuals make requests for these services two business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact us at (317) 858-6028.



BOARD OF ZONING APPEALS SUMMARY

Meeting Date: December 8, 2025

Meeting Recording Link: <https://brownsburgin.new.swagit.com/videos/362890>

Determination of Quorum

1. Members Present: Humphreys, Webb, Bonick, Scowden, Stinson

Approval of Previous Meeting minutes

1. SEPTEMBER 8, 2025 MINUTES - REGULAR MEETING

Approved, all in favor

Approval of Findings of Fact/Reports of Determination

1. BZDV-25-3 1005 S ODELL HIGH SCHOOL EAST ATHLETICS DEVELOPMENT STANDARDS VARIANCE

Approved subject to changes brought up by Mr. Scowden, Bonick, Humphreys, Stinson, Webb in favor; Scowden opposed. On page 1, the name of the presenter needs to be changed. On page 2, item #3, there needs to be a typo fixed to change 'he' to 'the', and a little further down on page 2 there is an incomplete sentence that Brett Scowden suggested be struck from the FOF ("In this campus setting with athletic facilities and open land.")

2. BZDV-25-4 1005 S ODELL HIGH SCHOOL EAST ATHLETICS DEVELOPMENT STANDARDS VARIANCE

Approved subject to changes brought up by Mr. Scowden, all in favor. On page 1, the name of the presented needs to be changed. On page 2: Conclusions of Law #2, the property 'boarders' needs changed to 'borders'.

3. BZSE-25-1 1550 W NORTHFIELD DR DITCH WITCH SPECIAL EXCEPTION USE

Approved subject to changes brought up by Mr. Scowden, all in favor. On page 2 under Conclusions of Law line #1, the spelling of industrial needs corrected. Under Conclusions of Law line #3, includes the words property and properties, property needs struck. The final sentence on that line needs the word 'the' capitalized and to remove the extra 'p' in the word operations as well.

Cases and Results

Hearing of Requests for Continuance

1. None

Continued Public Hearings



ADVISORY PLAN COMMISSION SUMMARY

Meeting Date: December 17, 2025

Meeting Recording Link (Regular Meeting): <https://brownsburgin.new.swagit.com/videos/364948>

Determination of Quorum

1. All 7 members present

Approval of Previous Meeting minutes

1. November 24, 2025- REGULAR MEETING MINUTES

APPROVED, all in favor

Approval of Findings of Fact/Reports of Determination

1. PSDP-25-8 BROWNSBURG HIGH SCHOOL EAST ATHLETIC EXPANSION DEVELOPMENT PLAN REVIEW

APPROVED, all in favor

2. PCVA-25-1 PROJECT TAHOE STREET VACATION PLAT VACATION

APPROVED, all in favor

Cases and Results

Hearing of Requests for Continuance

1. NONE

DEVELOPMENT PLAN APPROVAL REQUESTS

1. PSDP-25-9 PROJECT FALCON DEVELOPMENT PLAN REVIEW

APPROVED, all in favor

2. PSDP-23-21 LION'S TRANS INC. DEVELOPMENT PLAN REVIEW

CONTINUED, all in favor (requested by the APC, applicant was not present at meeting)

Old Business

1. NONE



Continued Public Hearings

1. PCPP-25-3 HAWK'S LANDING PRIMARY PLAT

CONTINUED, the applicant requested a continuance until the January 26th APC meeting. The first continuance for this case was requested by the APC back in October to allow the applicant time to produce a new traffic study.

New Public Hearings

1. PCZT-25-4 BRENTWOOD PUD ZONING TEXT AMENDMENT

CASE WITHDRAWN, the applicant requested the withdrawal.

2. PCPP-25-4 KARAM CONVENIENCE CENTER PRIMARY PLAT

APPROVED, all in favor.

Reports and Other Business

Communications and Committee Reports

1. The proposed 2026 APC meeting dates were approved and are now on the Brownsburg.org website under APC/ BZA applications.

Miscellaneous Business

1. NONE

Administrative Filings

1. PSDP-22-29 WESTWIND APARTMENTS DPR

The applicant was granted a 6-month extension by the Director on September 9, 2025 for this development plan review so the project's APC approval from January 23, 2023 would not expire after 3 years. A new local developer took over the project. The final construction plans were never stamped by the Director.

Cases Filed for Future Meetings

1. PSDP-25-10 McDonald's Restaurant DPR
2. PSDP-25-11 QuikTrip Landscape Plan DPR
3. PSDP-25-12 Karam Convenience Center DPR
4. PCPP-25-5 Promenade, Sec. 3 Primary Plat
5. PCZT-25-5 Westbranch PUD (Sign Standards) Zoning Text Amendment



6. APLA-25-3 OI Land Ventures Administrative Plat

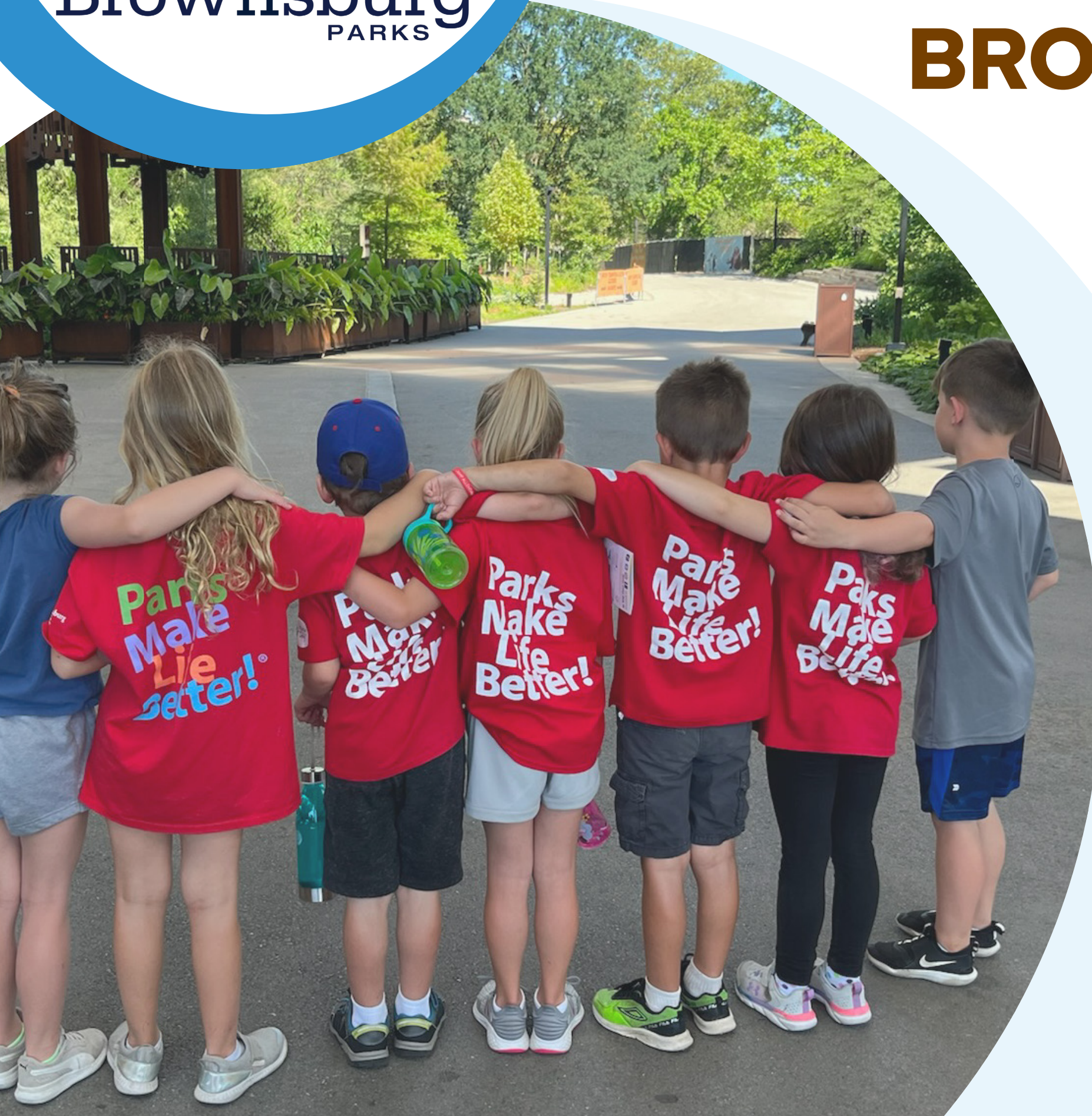
Staff Notes or Comments

A copy of the meeting packet can be found here:

https://www.brownsburg.org/AgendaCenter/ViewFile/Agenda/_12172025-821?html=true

BROWNSBURG PARKS

STRATEGIC MASTER PLAN (2025-2029)



PURPOSE

This Plan establishes recommendations for the Department to achieve the vision the community has for the park and recreation system...

This plan will guide the department for the next 5 years to...

- provide strategic direction and vision to meet current and emerging public needs
- remain the primary steward of the significant natural, cultural and historic resources.

GOALS



GOAL 1: Safety

Foster a culture of safety by establishing a system-wide approach to park security to ensure that parks are safe, enjoyable and accessible by all.



GOAL 2: Natural Resources

Manage our natural resources through ecologically sensitive practices that promote environmental stewardship and balance environmental health with human needs.



GOAL 3: Accessibility

Ensure that all parks, open spaces, and recreation programs are accessible, welcoming, and inclusive for people of all ages, abilities, and backgrounds.



GOAL 4: Facilities & Amenities

Improve existing facilities and amenities based on needs identified through public engagement within the current and projected operational means of the Department.



GOAL 5: Maintenance

Streamline park maintenance operations through a model of “smart growth” to provide parks that are clean, safe, and enjoyable for the community.



GOAL 6: Funding

Explore opportunities to address the fiscal challenges facing park operations, maintenance, and improvements that meet the recommendations outlined in the Department’s Tax Investment Strategy.



GOAL 7: Public Engagement

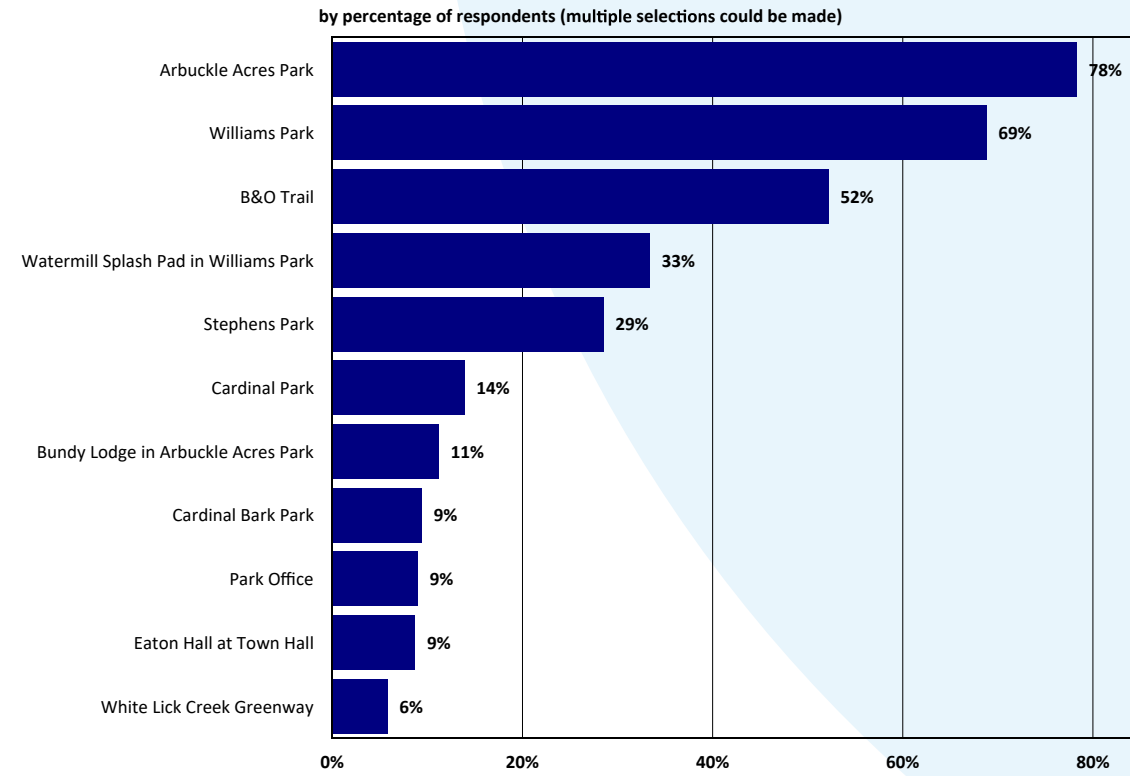
Explore opportunities for public engagement through park program offerings that align with community needs and improve resident well-being.

Master Plan Contents

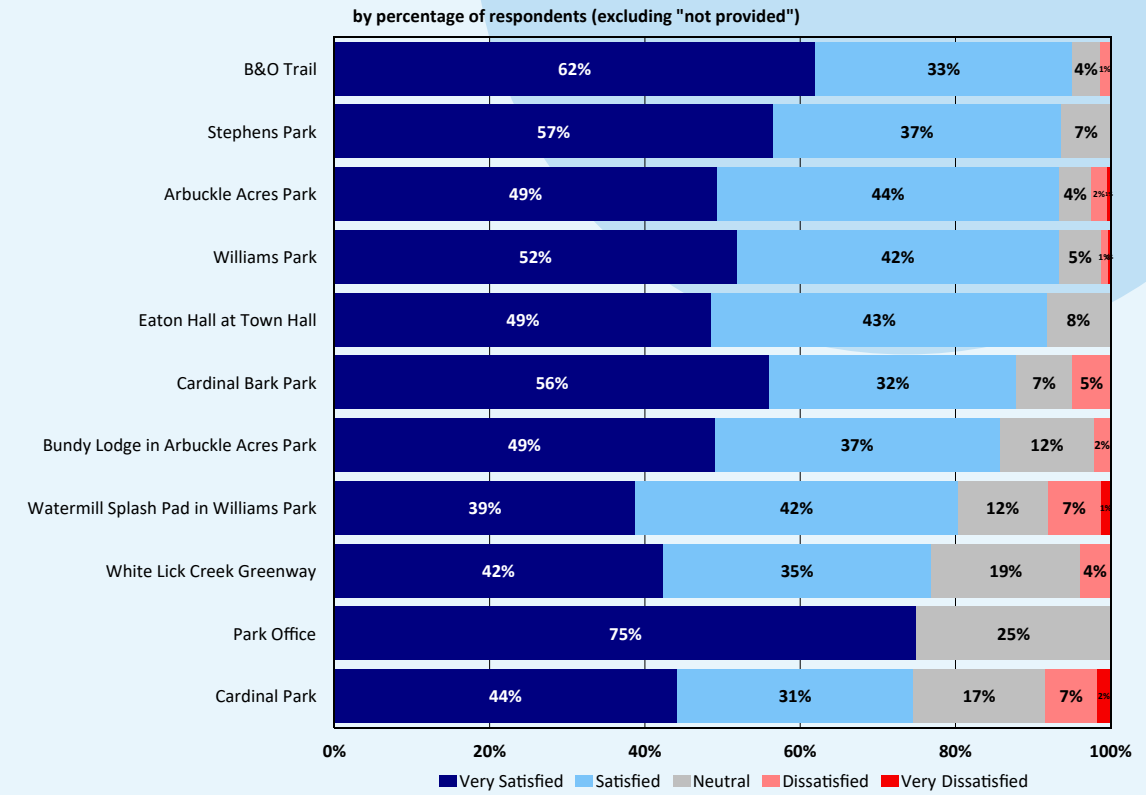
- 01** Introduction *Introduction to Plan & Brownsburg Parks*
- 02** Town of Brownsburg Profile *Geology, Ecology, History, & Analysis*
- 03** Community Engagement *Strategies & Documentation*
- 04** Park System Inventory *Park-by-Park Inventory and Analysis*
- 05** Capital Improvement Plan *Budget & Revenue Strategies*
- 06** Strategic Recommendations *Goals, Strategies, and Actions*
- 07** Appendices *Research & Data Referenced in Book*

KEY SURVEY FINDINGS

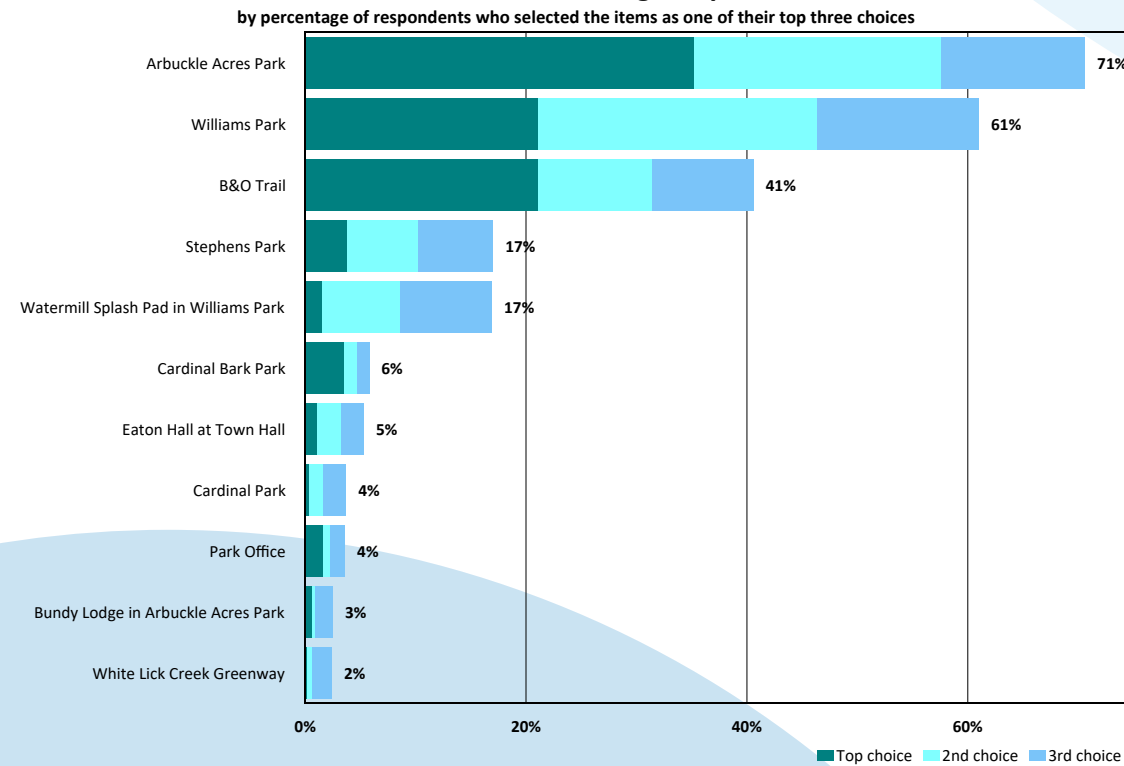
Q1. Please indicate if you/your household have used any of the following Brownsburg parks/facilities during the past 12 months.



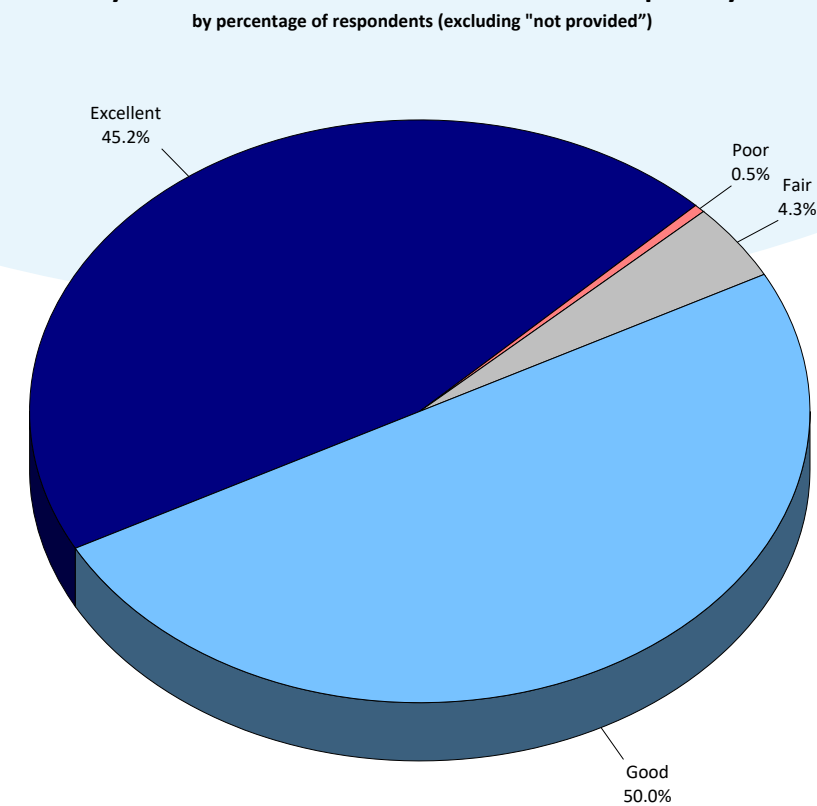
Q1. If "Yes", please rate your satisfaction.



Q2. Which THREE of the parks/facilities listed in Question 1 have you/your household used the most during the past 12 months?



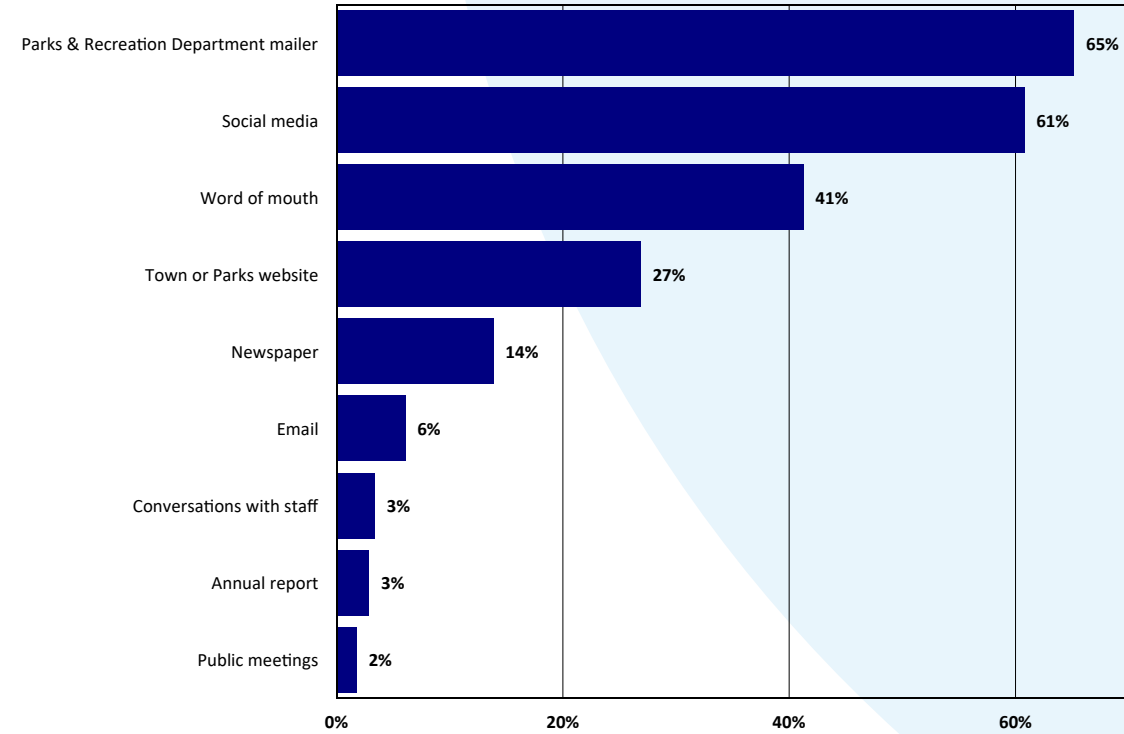
Q3. How would you rate the overall condition of all the parks you have visited?



KEY SURVEY FINDINGS

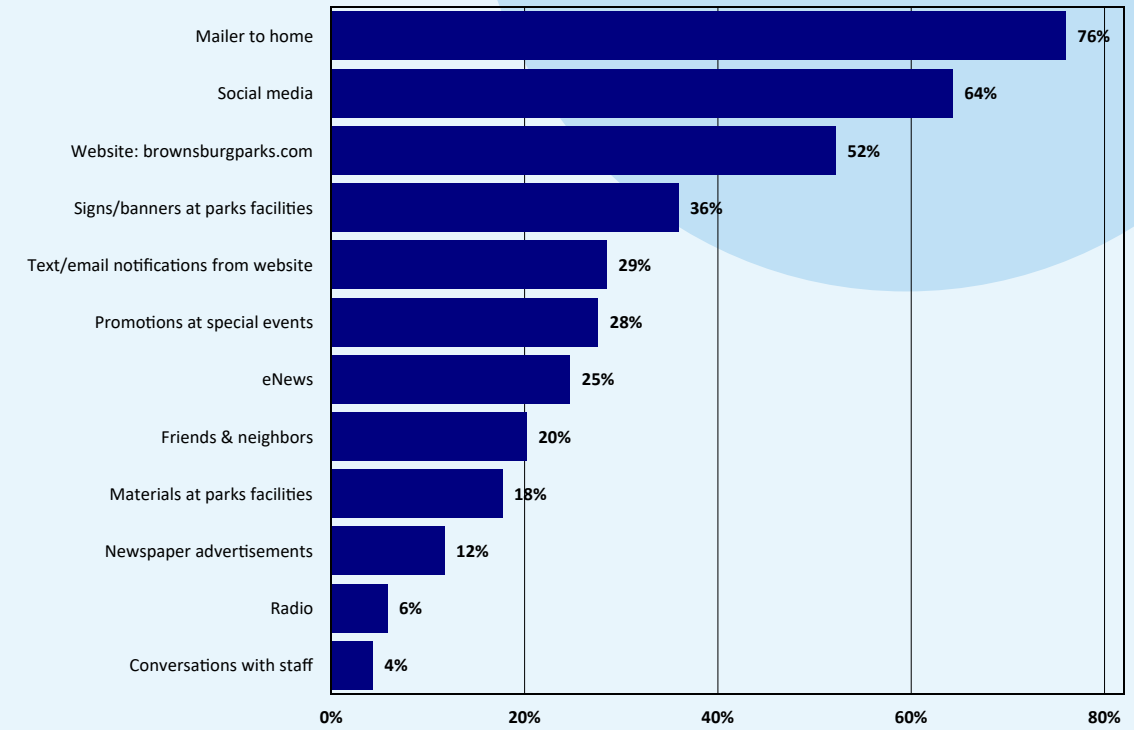
Q4. Please CHECK ALL the ways your household has learned about Brownsburg Park's projects/programs/events during the past 12 months.

by percentage of respondents (multiple selections could be made)



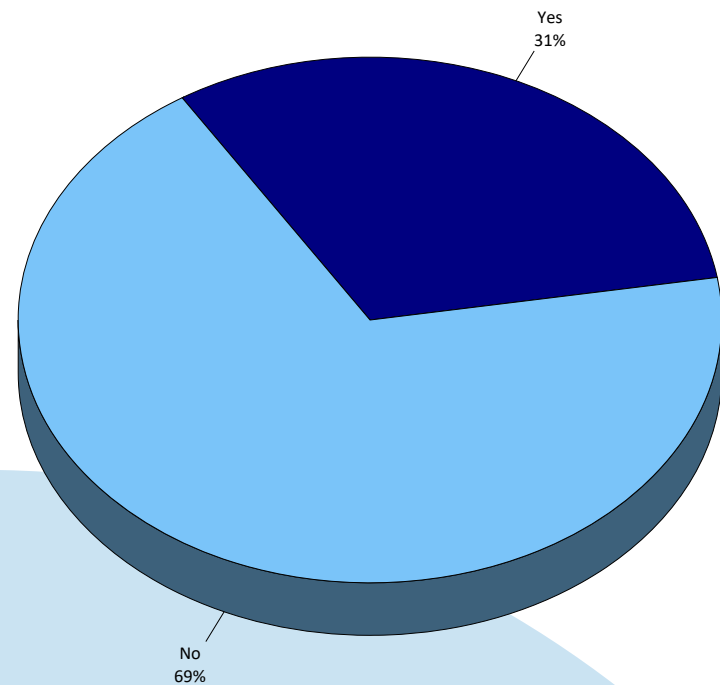
Q17. Please CHECK ALL of the ways you would prefer to learn about Brownsburg Parks and Recreation programs/events.

by percentage of respondents (multiple selections could be made)



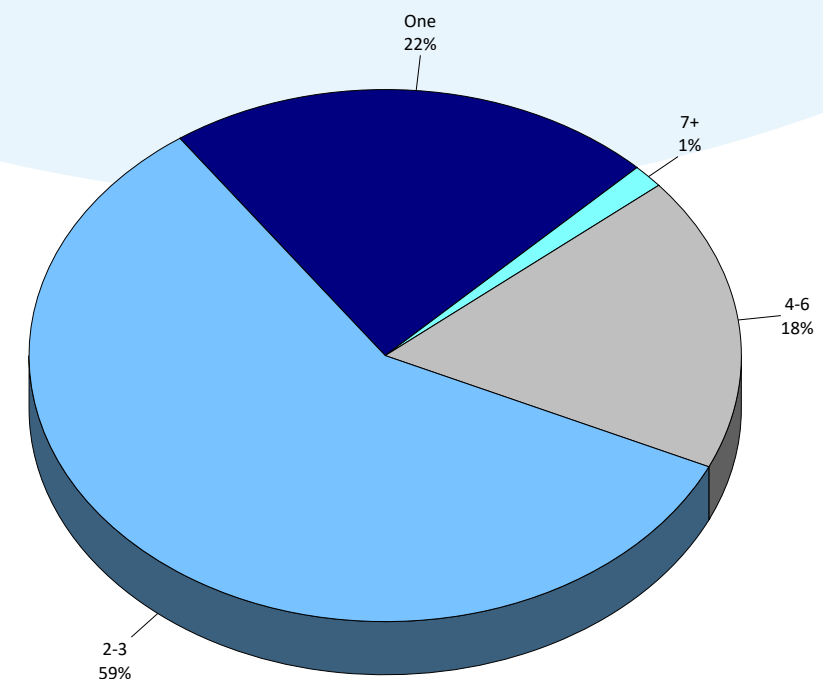
Q5. Has your household participated in any recreation programs/events offered by Brownsburg Parks during the past 12 months?

by percentage of respondents



Q5a. How many recreation programs/events offered by Brownsburg Parks have you/your household participated in during the past 12 months?

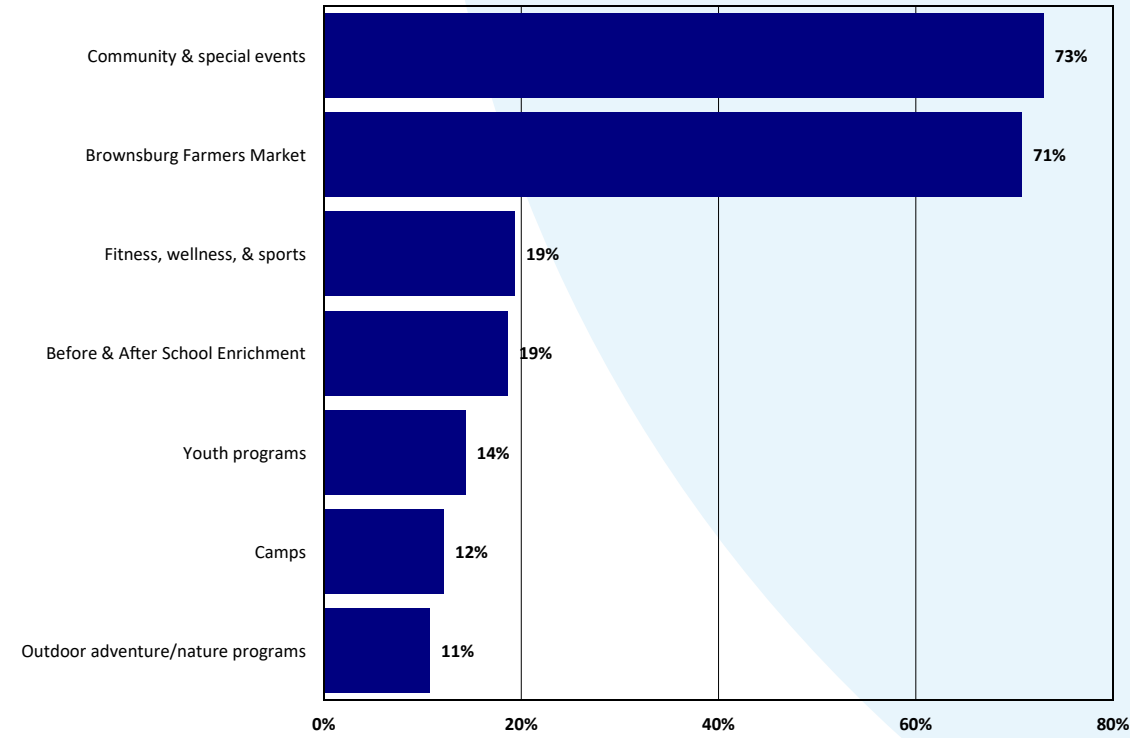
by percentage of respondents (excluding "not provided")



KEY SURVEY FINDINGS

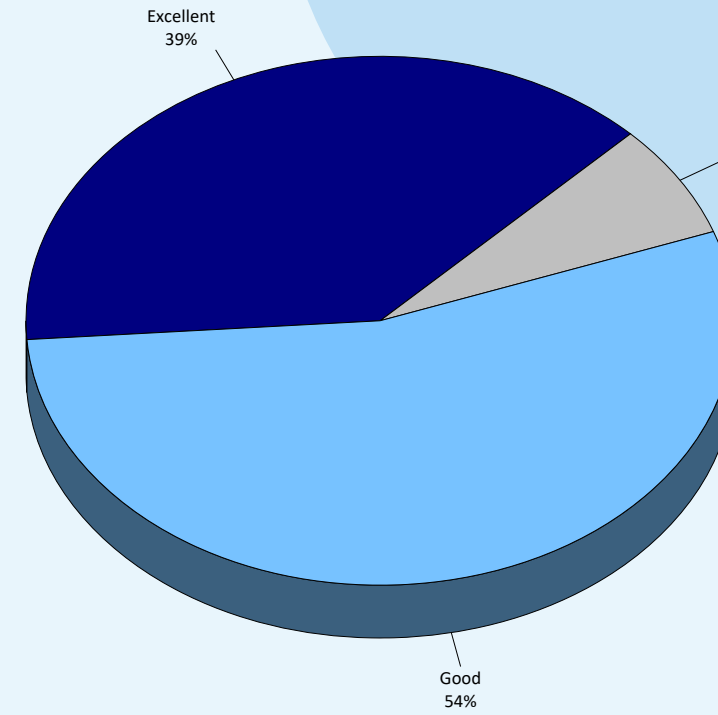
Q5b. Has your household participated in any of the following recreation programs offered or co-sponsored by Brownsburg Parks during the past 12 months?

by percentage of respondents (multiple selections could be made)



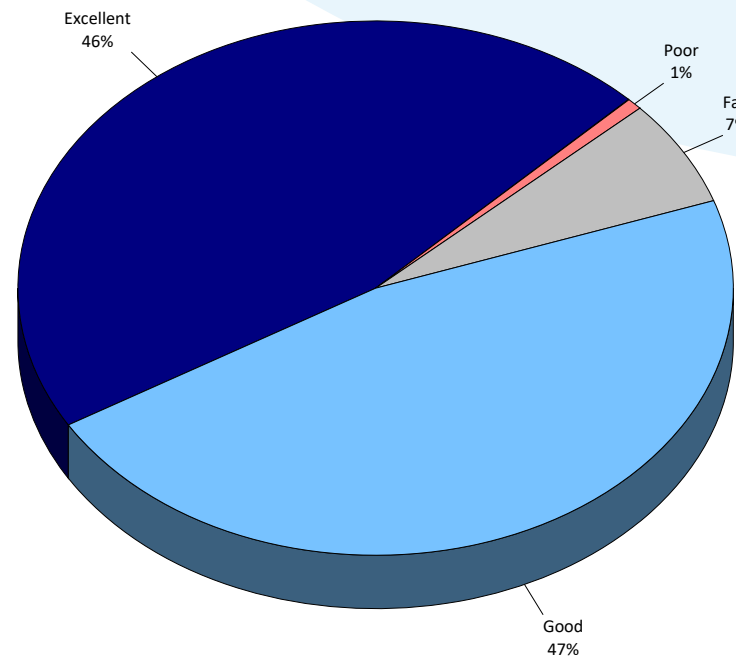
Q5d. How would you rate the overall quality of recreation programs/activities that you have participated in?

by percentage of respondents

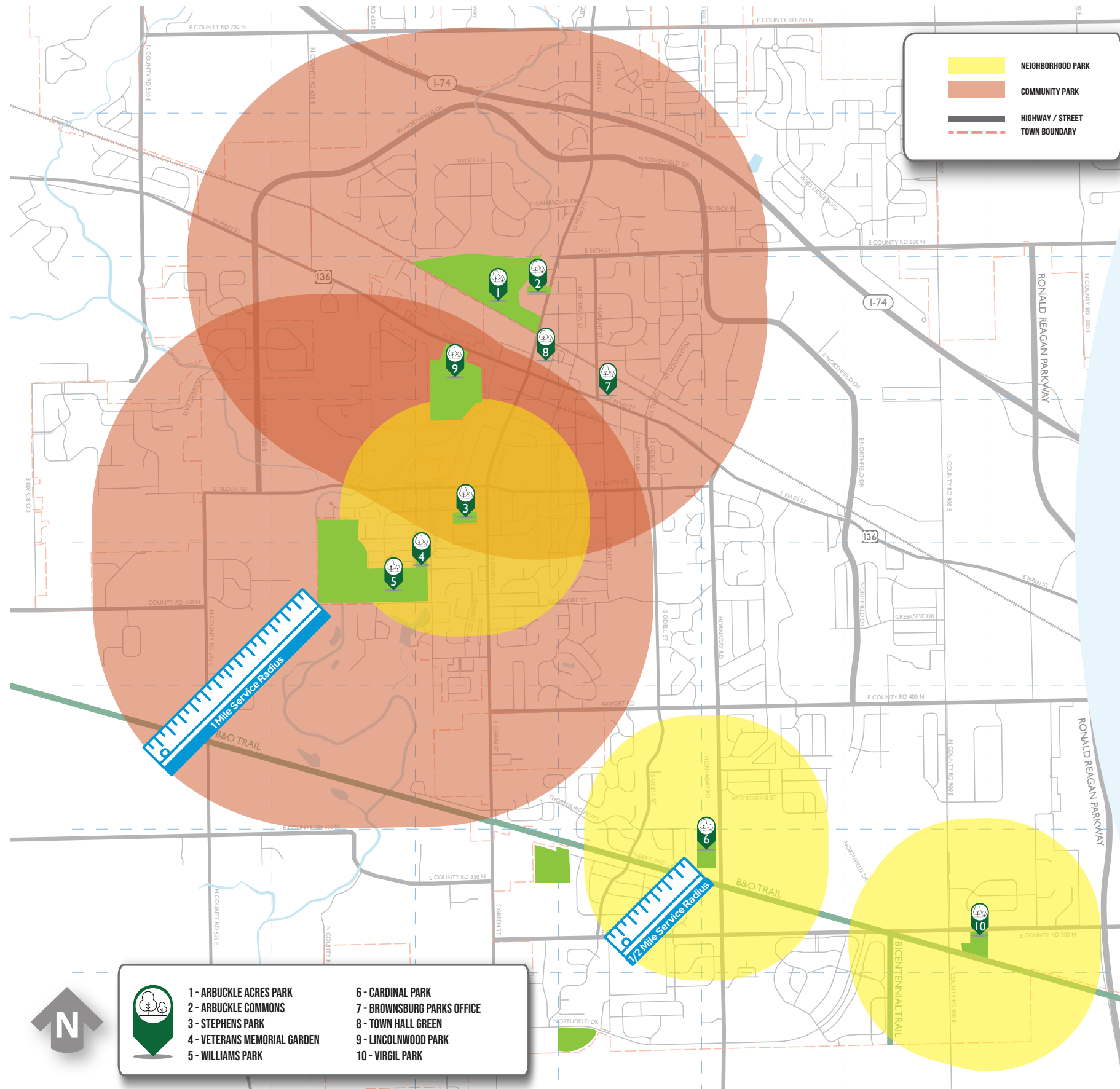


Q5e. How would you rate the overall value for the cost of programs that you have participated in?

by percentage of respondents (excluding "not provided")



PARK MAP WITH SERVICE RADIUS



Basic Level of Service Definitions

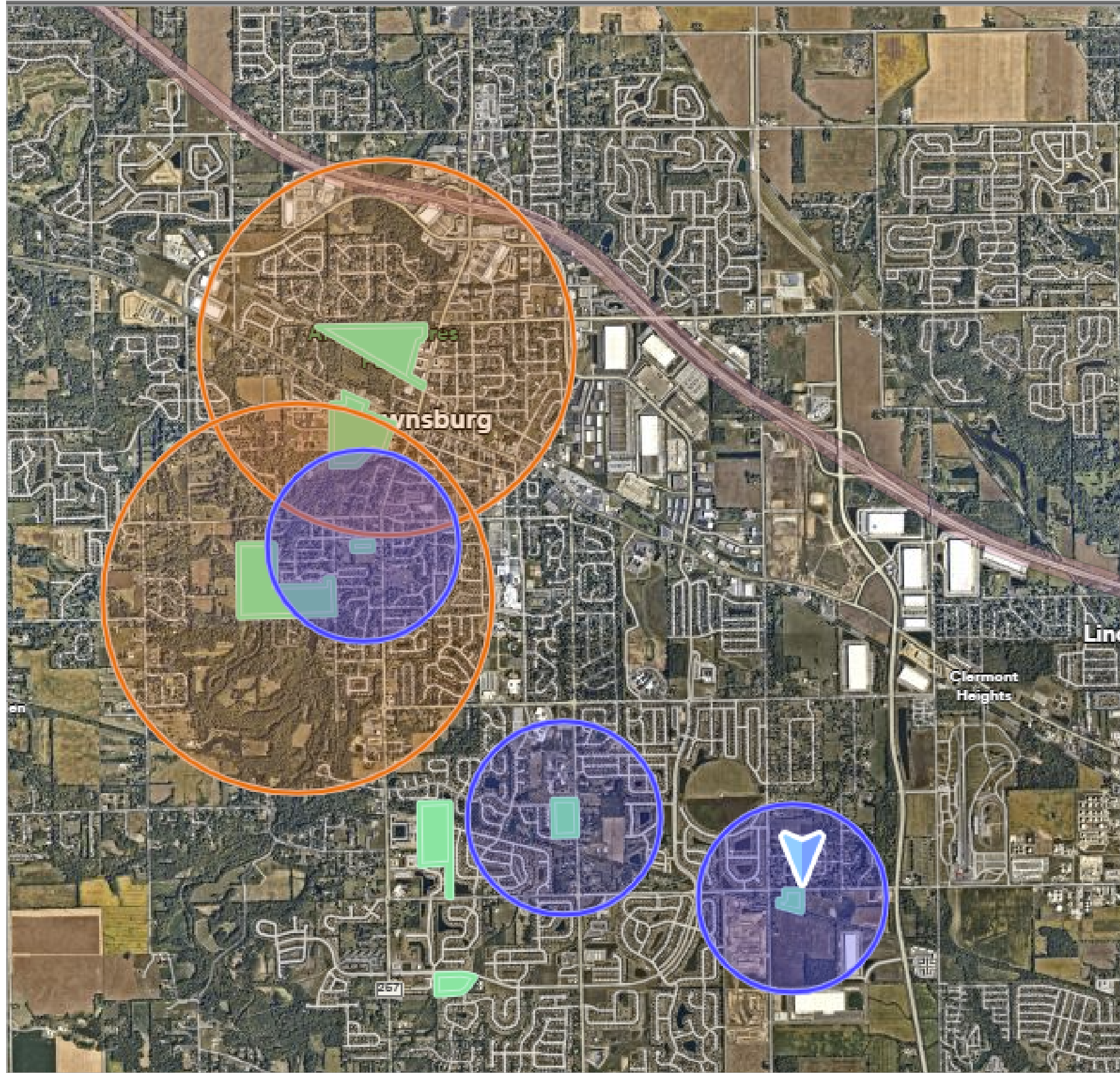
Neighborhood Park:

- Has a service area between a quarter-mile and half-mile radius, with population up to 5,000
- Has 15-plus acres, equaling 1.0 to 2.0 acres per 1,000 people.

Community Park:

- Has a service area with a 1- to 2-mile radius
- Is 25-plus acres, which equals 5.0 to 8.0 acres per 1,000 people.

PARK MAP WITH SERVICE RADIUS



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- Is 25-plus acres, which equals 5.0 to 8.0 acres per 1,000 people.

GOALS AND STRATEGIES



GOAL 1: Safety

Foster a culture of safety by establishing a system-wide approach to park security to ensure that parks are safe, enjoyable and accessible by all.

STRATEGIES

STRATEGY 1.1

Evaluate existing park safety policies and procedures to ensure they meet community needs.

STRATEGY 1.2

Enhance visibility and maintain clear sight lines in and around park facilities.

STRATEGY 1.3

Evaluate existing park properties for inclusive design features that accommodate users of all ages, abilities, and backgrounds.

STRATEGY 1.4

Expand formal park surveillance through technological enhancements such as video surveillance, improved lighting, and access control to reduce community risk.

STRATEGY 1.5

Facilitate department-wide safety training in situational awareness to help staff recognize and mitigate potential conflicts before they arise and better ensure visitors have a positive park experience.



GOAL 3: Accessibility

Ensure that all parks, open spaces, and recreation programs are accessible, welcoming, and inclusive for people of all ages, abilities, and backgrounds.

STRATEGIES

STRATEGY 3.1

Identify and eliminate physical and perceived barriers to participation to ensure that all users have an equal opportunity to enjoy parks, open spaces, and recreation programs.

STRATEGY 3.2

Promote inclusion through program offering that broaden participation for all community members with diverse needs.

STRATEGY 3.3

Provide accessibility training for department staff to increase disability and accessibility awareness and help them recognize potential barriers to accessibility.

STRATEGY 3.5

Use universal design practices to provide barrier-free facilities.



GOAL 2: Natural Resources

Manage our natural resources through ecologically sensitive practices that promote environmental stewardship and balance environmental health with human needs.

STRATEGIES

STRATEGY 2.1

Identify and evaluate the biological diversity of naturalized areas within our existing park properties as a measure of resilience to pests, disease, and ecosystem change.

STRATEGY 2.2

Annually update existing park properties assessments for the presence of invasive species. Develop mitigation plans based on these assessments.

STRATEGY 2.3

Identify opportunities to connect fragmented areas of habitat between parks and open space through multi-use trails, utility easements, and cooperation with landowners.

STRATEGY 2.4

Engage the community in natural resource management through citizen science opportunities, where volunteers donate their time to measuring, sharing, and communicating valuable data with the parks system to improve the environment.



GOAL 4: Facilities & Amenities

Improve existing facilities and amenities based on needs identified through public engagement within the current and projected operational means of the Department.

STRATEGIES

STRATEGY 4.1

Replace ageing infrastructure as funding allows and conduct regular maintenance to extend the life of park facilities and amenities.

STRATEGY 4.2

Evaluate and adjust park resources, including parklands, facilities, and amenities, to better align with current and future needs.

STRATEGY 4.3

Focus investment on park facilities and amenities with the highest-visitor volume to optimize department resources and boost economic vitality.

STRATEGY 4.4

Expand the Brownsburg trail system to improve connectivity to parks, open space, and community destinations.

GOALS AND STRATEGIES



GOAL 5: Maintenance

Streamline park maintenance operations through a model of “smart growth” to provide parks that are clean, safe, and enjoyable for the community.

STRATEGIES

STRATEGY 5.1

Continue collaboration with maintenance staff to improve day-to-day operations.

STRATEGY 5.2

Optimize the use of the existing work order and asset management systems to ensure planned maintenance schedules are followed and continuously evaluated to maintain a high standard of care and reduce risk.

STRATEGY 5.3

Utilize sustainable design practices, including native plantings and durable, eco-friendly materials, to reduce maintenance needs.

STRATEGY 5.4

Formally develop park stewardship program to engage dedicated volunteer to lead programs such as clean-up days, trail maintenance, and tree events.



GOAL 6: Funding

Explore opportunities to address the fiscal challenges facing park operations, maintenance, and improvements that meet the recommendations outlined in the Department’s Tax Investment Strategy.

STRATEGIES

STRATEGY 6.1

Plan for long-term financial success by leveraging asset management data and Life Cycle Cost Analysis (LCCA) to guide funding priorities for park facilities and amenities.

STRATEGY 6.2

Establish dedicated funding sources for park operations and maintenance through measures such as development impact fees and increased municipal expenditures.

STRATEGY 6.3

Engage in government grant opportunities at the national, state, and local levels to support future park improvements.

STRATEGY 6.4

Explore shared-responsibility investment opportunities through public-private partnerships, community-based organizations, nonprofit foundations, and regional collaborations.

STRATEGY 6.5

Capitalize on rental fees at park facilities and update program cost recovery goals.



GOAL 7: Public Engagement

Explore opportunities for public engagement through park program offerings that align with community needs and improve resident well-being.

STRATEGIES

STRATEGY 7.1

Identify opportunities for partnerships with private organizations, schools, healthcare providers, and other community stakeholders to expand program offerings.

STRATEGY 7.2

Build on existing core programs, including special events, out-of-school programs, nature education, outdoor adventure, and active adults, to ensure they align with industry trends.

STRATEGY 7.3

Establish regular opportunities for public engagement to assess and proactively plan for community needs and priorities.



BROWNSBURG PARKS

STRATEGIC MASTER PLAN (2025-2029)

Next Steps:

- Council Review
- Public Hearing
 - January 22, 2026 from 6pm - 7pm at Eaton Hall
- Final input added, adoption in February 2026