

Agenda Item #1

Case Number	BZNA-0126-2019	Acreage	1.00 acre
Address	2222 Sheridan Road	Zoning	R-1 (Low Density Single Family Residential)
Owner	Life Church Assembly of God, Inc.	Reviewer	David Hirschle
Applicant	Transformations Center for Healing, Inc.	BZA Meeting	November 4, 2019

Requested Action:

UDO § 8.B.2.B and Appendix C -- Variance of Use application to permit a convalescent facility in an R-1 (Low-Density Single-Family Residential) zoning district.

Recommendation:

Approval, with conditions. See Findings of Fact and Recommendation on page 3.

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ANALYSIS

This R-1-zoned property is located on the north side of Sheridan Road, about 1000 feet northwest of South Harbour Drive. It is surrounded by residential zoning and residential uses, with the exception that the property to the east contains only a driveway leading to the Life Church Assembly of God building two properties to the east.

The existing use is a "residential recovery house for women suffering from substance use disorder." The applicant was granted a Land Use Variance by this Board three years ago. With the expiration of the approval, the applicant wishes to make the use permanent through a new Land Use Variance application. In the Unified Development Ordinance's (UDO) Schedule of Uses, the use falls within the "Nursing/Retirement/Convalescent Facility" type, which is listed as a Permitted Use in the Planned Business zoning district, a Conditional Use in the R-5 and General Business zoning districts, and a prohibited use in the R-1 district. "Convalescent Home" is defined in the UDO as "an establishment for the care or assisted living of the aged or infirm, or a place of rest for those suffering bodily disorders. Such home does not contain equipment for surgical care or for the treatment of disease or injury."

Transformations Center for Healing offers a holistic treatment model for its residents, addressing the whole person – the physical, the psychological (mind & emotions), the spiritual (spirit & soul), behaviors, life skills & tools, and relationships. The curriculum, programming, schedule, and all activities support change and growth in these areas simultaneously.

The applicant has provided a very detailed narrative of the use (included in this report), but the following points are most relevant:

- The program duration is 12 months, consisting of three phases containing Physical Wellness Programs, Psychological Programs (including individual and group counseling), Spiritual Programs, and Life Skills components. The program involves community service and work duties, and a possibility of living in a sober living transitional home after Phase 3.
- Transformations Center for Healing is a tax-exempt public charity.
- The maximum number of residents accommodated is 10, attended by two staff members.
- The Center is not a medical facility and does not have medical personnel on staff.
- Residents will not be de-toxing at the facility.
- The use is not a locked facility.
- The structure exceeds the Required Building Score for Fire Safety, Means of Egress, and General Safety in Section 3412 of the Indiana Building Code.

From a planning standpoint, we ask if the use is disruptive to the character of the area, and we can say that it certainly is not. There is no outward sign that the structure is anything but a single-family residential structure. The Department of Planning does not have record of any complaint lodged against it, and this must be credited to the current operator. We are mindful of the possibility that, in the future, a new operator other than Transformations may seek to

continue the use, or the property may be under different ownership. Any number of changes in the operation may occur if either of these happen. For example, the current property owner allows the current operator use of the structure rent-free. How does the operation change if this arrangement changes? Perhaps more residents will be sought or a sign permit will be sought.

The Department of Planning supports the current use of the property because we believe it meets the five State Findings of Fact; however, because of some uncertainties as just described, we believe it prudent to limit approval of the Land Use Variance, if forthcoming, to this applicant only. In other words, there would be no set time for expiration of the approval, like the 3-year approval granted in 2016, but at such time that Transformations does not operate the use, the Land Use Variance will cease. If the Board is uncomfortable with this, we recommend approval of the Land Use Variance for a period of five years with no restrictions on operator.

VARIANCE OF USE FINDINGS

AGENDA ITEM #1:

The Noblesville Board of Zoning Appeals is authorized to approve or deny variances of use from the terms of the zoning ordinance. **The BZA may impose reasonable conditions as part of its approval. A variance of use may be approved only upon a determination in writing that the following five (5) conditions are met (see Indiana Code § 36-7-4-918.5):**

1. The approval will not be injurious to the public health, safety, morals, and general welfare of the community:
2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner:
3. The need for the proposed variance arises from some condition peculiar to the property involved:
4. The strict application of the terms of the zoning ordinance will constitute an unnecessary hardship if applied to the property for which the variance is sought:
5. The approval of this variance does not interfere substantially with the provisions of the Comprehensive Master Plan for the City of Noblesville, Indiana:

RECOMMENDATION

AGENDA ITEM #1:

APPROVE the requested Variance of Use based upon the Findings of Fact below:

1. **The approval will not be injurious to the public health, safety, morals, and general welfare of the community;**

The use has proven, over the past three years, to be without adverse impact to the public health, safety, morals, and general welfare of the community. As there are no proposed changes in methods of operation, there is no reason to believe any future adverse impacts will be forthcoming. We believe this standard has been met.

2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner;

There is no evidence that the use or value of adjacent property has been compromised. The numerous improvements made to this property, as outlined in the Supplemental Questions sheet of the application, might, in fact, argue toward improvement of adjacent property value, particularly the hooking up of a new septic system to the public sewer line via a grinder pit. We believe this standard has been met.

3. The need for the proposed variance arises from some condition peculiar to the property involved;

Life Church Assembly of God owns the property, but does not wish to use the structure as a single-family residence or a parsonage, and does not want to sell the property. Before the applicant's use of the structure as a convalescent facility, this attitude resulted in the structure being vacant for a number of years. Use of the structure by the applicant means habitation of the property, physical improvement through documented investments, and, through the relationship between property owner and applicant, a rent fee of zero dollars, which likely could not be obtained elsewhere. We believe this standard has been met.

4. The strict application of the terms of the zoning ordinance will constitute an unnecessary hardship if applied to the property for which the variance is sought;

Strict application of the terms of the zoning ordinance would require the use of the structure to revert to a use permitted in the R-1 zoning district. Given the physical improvements made to the property by the applicant over the past three years, requiring the relocation of the use to another property seems an unnecessary hardship, especially as the use does not result in alteration of the local character. We believe this standard has been met.

5. The approval of this variance does not interfere substantially with the provisions of the Comprehensive Master Plan for the City of Noblesville, Indiana.

The Comprehensive Master Plan calls for this lot and area to be Mixed-Density Single-Family Residential in the future. Life Church Assembly of God controls the subject site, plus two parcels to its east (as measured along the Sheridan Road frontage) and the large parcel on which its church sits. It thus effectively hinders efforts to consolidate many parcels of land for the purpose of subdivision development between Pasadena

Road and South Harbour Drive unless it sells the parcel on which the church sits and the parcel through which access to the church is achieved (see front page aerial photo). In the case of such a sale, the church would most likely also sell its two lots on either side of the access drive, including the subject site. Thus, we do not believe the use of this site as proposed is hindering development of the area for the Mixed-Density Single-Family Residential purposes envisioned in the Comprehensive Plan. In any case, the structure can revert back to residential use in the future, and retains the appearance of residential use in the present. We believe this standard has been met.


With the following conditions:

1. An approval shall not necessarily run with the land, but shall be valid only for this applicant. At such time that the applicant no longer operates the use at this site, it shall revert to a "Permitted" use within the R-1 zoning district, unless rezoned.
2. The use shall not exhibit a ground sign.
3. There shall be no enclosed expansion of the principal building by greater than two hundred (200) square feet, other than that approved by the Board through a new hearing.
4. The Petitioner shall sign the Acknowledgement of Variance document prepared by the Planning and Development Department Staff within 60 days of this approval. Staff will then record this document against the property and a file stamped copy of such recorded document shall be available in the Department of Planning and Development.
5. Any alterations to the approved land use or site plan, other than those required by the Board of Zoning Appeals (BZA), shall be submitted to the Planning and Development Department prior to the alterations being made, and if necessary, a BZA hearing shall be held to review such changes.

Exhibit 2



October 8, 2019

 Parcels





**CITY OF NOBLESVILLE
BOARD OF ZONING APPEALS
VARIANCE OF USE APPLICATION**

EXHIBIT 3
(11 pages)

Application Number: BZNA-0126-2019

The undersigned requests a Variance of Use as specified below. Should this variance request be approved, such approval shall only authorize the particular use described in this application and as further limited by reasonable conditions imposed upon such approval by the Board of Zoning Appeals.

Project Name or Occupant Name: Transformations Center for Healing, Inc

Common Address 2222 Sheridan Road Noblesville, IN 46062

Applicant Name: Transformations Center for Healing, Inc

Applicant Address: PO Box 384

Applicant City/State/Zip: Noblesville, IN 46061 E-mail: transformationscfh@gmail.com

Applicant Phone #1: 317-219-6673 Phone #2: 317-502-2231 Fax: _____

Owner Name: Life Church Assembly of God, Inc

Owner Address: 9820 E 141st Street

Owner City/State/Zip: Fishers, IN 46038 E-mail: maria@lifechurchin.com

Owner Phone #1: 317-776-1375 Phone #2: 317-219-7373 Fax: _____

Property Location: ☒ Not located in a recorded subdivision, see legal description attached.

Subdivision Name: _____

Subdivision Section: _____ Lot Number: _____ Last Deed of Record Number 2014008480

Existing Land Use: Transformations Center for Healing Residential Recovery Center for women with substance use disorder

Common Description of Request: Residential recovery center; convalescent, nursing, or rest home

Zoning District of Property: 11 Code Section(s) Appealed: UDO § _____

Date: 9.11.19 Applicant's Signature: Haci Siboney

The Noblesville Board of Zoning Appeals (BZA) is authorized to approve or deny Variances of Use from the terms of the Unified Development Ordinance. The BZA may impose reasonable conditions as part of its approval. A Variance of Use may be approved only upon a determination in writing that the following five (5) statements are true (see Indiana Code § 36-7-4-918.4):

1. The approval will not be injurious to the public health, safety, morals, and general welfare of the community. Explain why this statement is true in this case:

Transformations Center for Healing's mission is to provide a holistic, Christ-centered residential recovery program for woman suffering from substance use disorder. Our goal is to improve the quality of life to those suffering in our community by offering an opportunity to find healing and freedom from substance use disorder. Hamilton County has been devastated by the drug epidemic, yet we do not have any long term treatment options. We have met a serious need in Hamilton County over the past 3 years and will continue to do so.

2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner by the approval of this variance request. Explain why this statement is true in this case:

Transformations Center for Healing has greatly increased the value of the property by making over \$120,000 in renovations. We have enforced strict rules for residents of the program (please see attached Resident Handbook) and have not had any issues. Over the past 3 years we have not had any complaints from neighbors.

3. The need for the proposed variance arises from some condition peculiar to the property involved. Explain why this statement is true in this case:

The property was originally an unoccupied parsonage and the owners, Life Church, do not intend to use the property to meet another need or sell the property. Life Church has allowed Transformations to utilize the property under the land use variance guidelines for the past 3 years to meet a great need in the community.

4. The strict application of the terms of the zoning ordinance will constitute an unnecessary hardship if applied to the property for which this variance is sought. Explain why this statement is true in this case:

Transformations Center for Healing is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code; EIN 81-1358276 (please see attached Letter of Exemption). As a public charity and in line with our vision, it is our duty to provide substance use recovery services to individuals so that

we can improve the lives and well-being of community members. Any unnecessary strict terms will make it difficult for Transformations to carry out our mission. We are asking for a permanent land use variance so that we do not have to go through this process every 3 years. At this time Transformations does not have the ability to change locations nor do we see it in the near future.

CITY OF NOBLESVILLE ♦ VARIANCE OF USE APPLICATION

5. The approval of this variance does not interfere substantially with the provisions of the Comprehensive Master Plan for the City of Noblesville, Indiana. Explain why this statement is true in this case:

The Comprehensive Master Plan for the City of Noblesville will not be impacted by the proposed land use variance. The home at 2222 Sheridan Rd will be used for Transformations Center for Healing business and will remain under the ownership of Life Church Assembly of God.



TRANSFORMATIONS

center for healing

Transformations Center for Healing is requesting a permanent extension for a land use variance for the property and house located at 2222 Sheridan Road Noblesville, IN 46062. The land use variance was approved in November 2016 and expires November 2019. The property owner, Life Church Assembly of God Inc., will continue to lease the property to Transformations Center for Healing for an unknown period. The property is currently zoned an R-1 single residential, therefore the permanent land use variance will allow Transformations Center for Healing to continue to use the property as a convalescent, nursing or rest home. Transformations Center for Healing would like to continue to use 2222 Sheridan Road as a residential recovery house for women suffering from substance use disorder.

Transformations Center for Healing is a Christ-centered, holistic and long-term recovery center providing women with the opportunity to find freedom and healing from substance use disorder and its related symptoms. We provide a therapeutic wellness program that cleanses the body at a cellular level, reactivating the brain's ability to process and learn at a high level of functioning. Transformations' experienced counselors and staff apply a combination of individual, group and family therapy to create an optimal healing environment for mental, physical, and spiritual self-discovery and renewal. To ensure the long-term success of our residents, we also offer an intensive transitional program focused on preparing and assisting individuals for post-treatment independence. An important part of the program includes giving back to the community by serving. We currently serve at White River and Grace Church food pantry's and have over the past 2.5 years.

Transformations Center for Healing has met a great need in our community over the past three years, as Hamilton County has been greatly impacted by the heroin and opiate epidemic as well as other drugs and alcohol. According to the Indiana State Department of Health, Hamilton County ranks 8th of Indiana's 92 counties that have seen an increase in heroin and opiate overdose deaths. Even still, the data is under reported due to the inaccuracy of the cause of death recorded on death records, as well as residents overdosing and dying in other counties where they have traveled to get the substance.

It has been Transformations goal over the past 3 years to identify the deeper needs of our community and work with community leaders to provide services to meet these needs. The Hamilton County Jail had seen a dramatic increase in the female population over the past several years, most of those women having charges stemming from substance use addictions. It is our understanding and belief that addiction is merely a symptom of underlying brokenness and trauma and so the brokenness must be healed in order to recovery from the addiction. Transformations opened a Therapeutic Recovery Pod for women in the Hamilton County Jail in January 2018. During that time, we have served over 200 women by providing therapy and skills training in the Therapeutic Recovery Pod. Over the past 18 months the jail has seen a dramatic decrease in occupancy, 100-110% occupied to 60-70% occupied for the women. We accredit this in part to the services we are providing. It has been so successful that we are currently working with the Jail Commander to extend those services to the men incarcerated in the Hamilton County Jail.

There is an overdue and necessary paradigm shift that has begun to take place in our nations' judicial system regarding the way society handles cases of individuals who are suffering from substance use disorder and other mental health disorders. According to Hamilton County leaders, it is their desire that Hamilton County be at the forefront of this unprecedented shift. For over 50 years society has utilized the method of criminalization over rehabilitation in an effort to reduce drug use and crimes related to drug use. The system is not working, and in fact there continues to be a rise in individuals who find themselves in the dark depths of addiction. The solution is in treating substance use disorder as a medical disease, not a criminal and moral issue. Medical science has proven that addiction is a brain disease, changing the structure and function of the brain, sending individuals into the mode of survival; turning a natural instinct meant to save oneself into self destruction in order to protect the addiction at all cost.

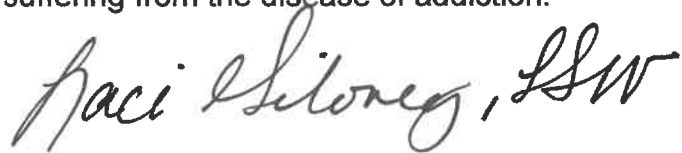
Addiction can be treated and the structure and functioning of the brain can be restored. However, it takes time for the brain to heal, for a person to understand their disease, process the root of brokenness, learn how to live a life free from drugs and alcohol, and become transformed. Indiana's current substance use treatment facilities offer less than 30 days of treatment, not nearly enough time for this process to take place. Transformations has bridged that gap in service by offering a continuum of care program that requires up to a 1-year commitment for residents admitted. Utilizing a therapeutic holistic treatment approach, Transformations staff works with residents to heal the physical, mental, emotional, and spiritual aspects of each individual. In addition, we offer a thorough life skills training implemented and learned through both

curriculum and application modules. We work with families of residents and families in our community by offering education training workshops and family restoration therapy for those in the program. Transformations understands that the disease of addiction does not just destroy the life of the addict, but also destroys the lives of family members and the family unit.

I, Laci Giboney, am the founder of Transformations Center for Healing. I started this program because I have a personal understanding of the manifestation of addiction and what it takes to work a recovery program that is sustainable for the rest of your life. I have 13 years clean from a heroin addiction that nearly took my life. When I became sober I went to college to earn my Bachelor's and Master's Degrees in Social Work, specializing in mental health and addictions. I am currently a Licensed Social Worker working towards my supervision for my Clinical License. I was raised in Noblesville and graduated from Noblesville High School.

I care about this community and I am heart broken by the devastation that this epidemic has caused on our community members and our society as a whole. In 2016 I decided I'd no longer sit on the sidelines and watch young people die. We are losing our future leaders faster than we can even keep up with the numbers. I am not so naive that I do not understand the stigma attached to addiction and the incredible difficulties associated with working with this population. We have had failures and women who didn't make it, but we've also had a lot of successes. It is hard work, but Transformations is dedicated to walking with women through their journey of healing. I am asking that you approve this land use variance so that we can continue to make a

positive impact on our community by offering an opportunity for rehabilitating those suffering from the disease of addiction.

A handwritten signature in black ink that reads "Laci Giboney, LSW". The signature is written in a cursive, flowing style.

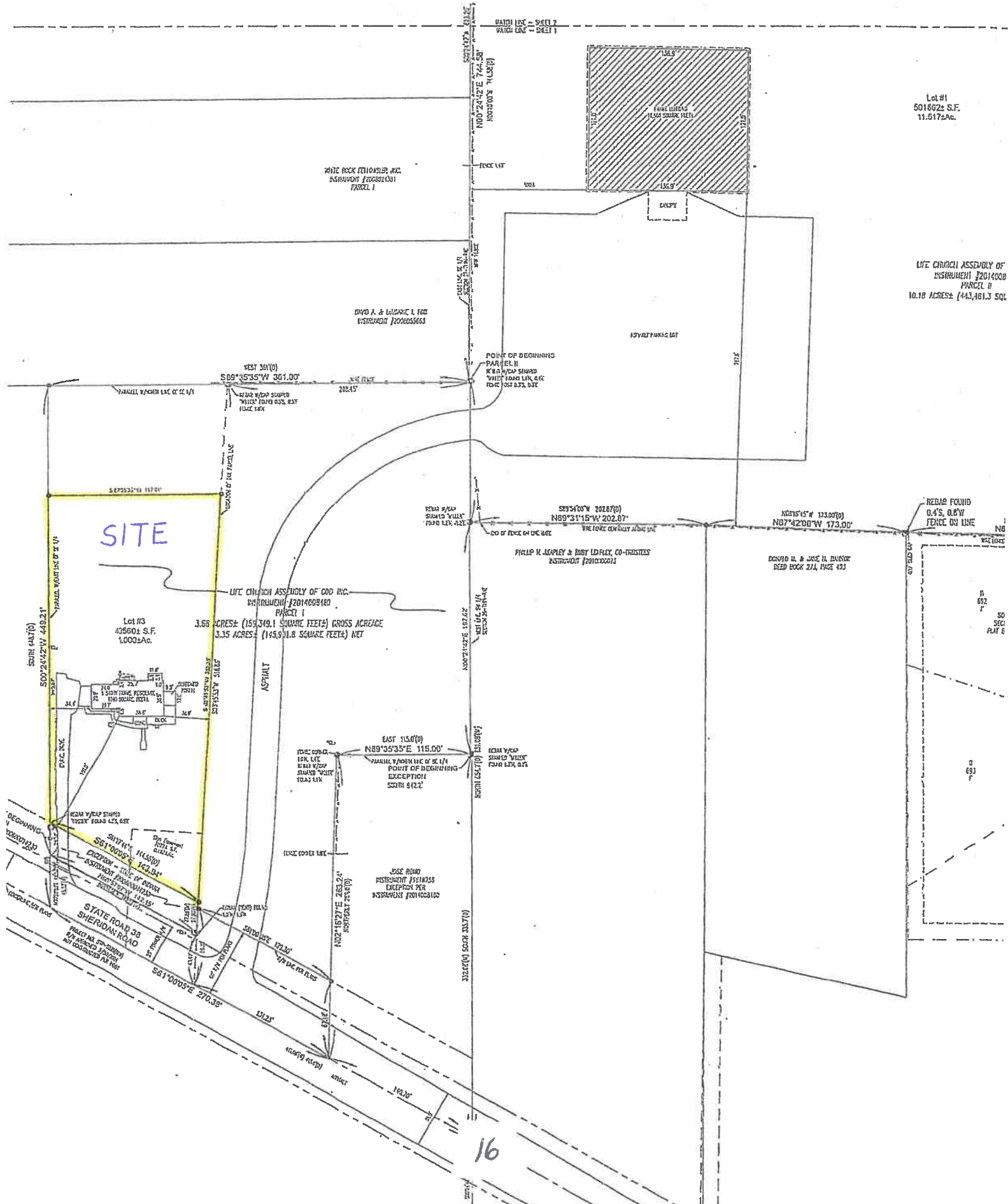
Thank you for your time and consideration.

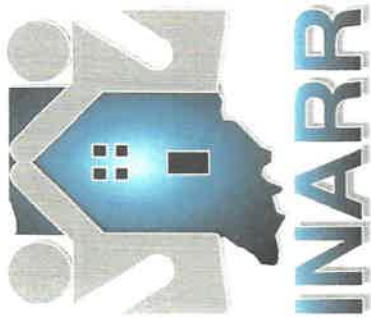
Laci Giboney, LSW

Founder & Executive Director

Transformations Center for Healing

RETRACEMENT SURVEY 2220 SHERIDAN ROAD 13.53 ACRES± (NET)





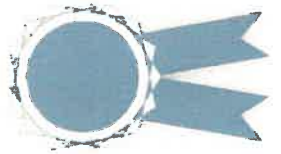
Indiana Affiliation of Recovery Residences

This is to Proudly Certify that:
ASSOCIATE STATUS

is awarded to

**TRANSFORMATIONS
CENTER FOR HEALING**

This property met quality standards of Indiana Affiliation of Recovery Residences, the Indiana Affiliate of the National Alliance of Recovery Residences (NARR). As such, the recovery housing at this address has successfully demonstrated the quality necessary to qualify as an Associate of Indiana Affiliation of Recovery Residences.



Darrell Mitchell
Executive Director

Exhibit 4

Supplemental questions from the Department of Planning (answers provided by applicant):

1. How many women are in residence typically, and what is the maximum number?

We have 10 beds but we've never had more than 7 women at a time.

2. How many staff members do you have?

We have 2 full time staff: myself (Executive Director) and Jenna Houk (Program Director). We have 2 part time staff that manage the Transformations Therapeutic Pod in the Hamilton County Jail.

3. What structural changes have been made to the building since 2016? What structural changes are expected, or what plans for expansion have you?

Transformations put \$65,000 in remodeling in 2016-2017. Those changes include:

- Turned the garage into a wellness room (sauna, exercise room)
- Enclosed the screen porch to make an office.
- Built a deck on the back, added a fire pit
- All new sidewalk at the front of the house
- Paved the driveway
- All new windows
- All new electrical
- All new water lines, new water heater, new water softener
- Finished basement (built rooms, added ceilings, finishing work)
- Finishing work upstairs
- Remodeled both bathrooms
- In 2019 a donor put in a new septic system (approx. \$60,000), adding a grinder pit and connecting it to the main sewer lines.

4. Describe "therapeutic, holistic treatment approach." Give the Board more detail as to what specifically this entails.

Transformations offers a holistic and Christ-centered treatment model. This means that we address the whole person - physical, psychological (mind & emotions), spiritual (spirit & soul), behaviors, life skills & tools, and relationships. Our curriculum, programming, schedule, and all activities supports change and growth in these areas simultaneously.

- We have a physical wellness component to our program that includes naturally detoxing from drugs and alcohol, versus detox through medicated assisted treatment (taking other drugs to come off of drugs). This includes sauna detox, exercise, a vitamin regimen, water, eating healthy, essential oils. In addition, we do not utilize any psychotropic medications (anti-depressants, anti-anxiety, mood stabilizers). We allow limited over the counter medications and prescription antibiotics.
- Our psychological program focuses on healing the mind (subconscious and conscious) and the heart (emotions & experiences).
- Our spiritual program is Christ-centered.

5. Describe the specific components or classes of the life skills training.

The life skills component is intentionally set up to be both organic and structured. They include:

- Healthy Relationship Skills- communication skills, problem solving, emotional intelligence, conflict resolution, accountability, etc.
- Meal planning (create menu, grocery shop, follow budget, cook meal, gardening)
- Time management, financial planning, budget, parenting
- Job skills (interview, application, resume, keeping job)
- Housework, yardwork

Exhibit 4

- Changing tire and oil
- Leadership skills, soft skills
- There's so many more but this gives you an idea

6. Describe the education training workshops.

We have Emotional Wellness Conferences that are welcome to the public. It's typically a 2 day conference that focuses on emotional healing.

7. Describe the family restoration therapy. The Board members may not have an idea of what this is unless described in more detail.

During Phase II we really start to bring the families into the therapy sessions so that we can restore the family unit. Our focus is on our client and we make recommendations and referrals for families so they can get their own healing and work on their own recovery. In these sessions we bring the family together with the goal of restoring the relationships, gaining understanding and learning to build a new relationship moving forward.

8. Do you have any partnerships with local churches, as alluded to in your 2016 presentation to the Board?

Our official partners are Life Church, White River Christian Church, Grace Church, Abundant Life Church, Kaleo Ministry, Indiana Mills and Manufacturing, Inc., and Trevor Vautaw Memorial Golf Outing.

9. Since it was indicated in 2016 that this was to be a temporary location, you need to describe the growth or lack of growth of the operation, whether the house is the appropriate size for the use, and address the expectation that the house would eventually revert to a parsonage or a single-family dwelling. Why do you need to stay at this location? The fact that you are seeking to make this a permanent use at this site will mean that your argument for staying at this site rather than re-establishing elsewhere will need to be compelling.

There are several reasons that we would like to permanently stay at this location:

1. Our treatment model includes a home with 10 or less women. Growth for us will never look like getting a big home with several beds or a more institutionalized facility. Growth for us would be multiple separate homes in multiple locations, with no more than 10 beds in each home.

2. We've already spent over \$125,000 renovating this home and we do not have the funds to renovate a new home at this time, nor would it be necessary to get a new home in Noblesville when the location we are at is perfect.

3. Life Church rents the home to us for free and does not foresee that changing. We are a 501(c)(3) so we don't have a ton of money coming in. Our program is \$2,000 a month for residents, or \$24,000 a year. This is very cheap in comparison to other recovery programs - typically \$2,000 a day. We are able to keep it that cheap because of the location and still 95% of our residents are on a full scholarship, meaning they pay nothing until they start working at 8 months.

4. Life Church has purchased the property next to us, 2166 Sheridan Road, and we are currently in a conversation with Life Church to renovate and use that house for a transition house. The transition house would be used for graduates to live up to 2 years. The estimated cost on that property's renovations is over \$100,000.

5. Transformations runs a Therapeutic Recovery Pod for women in the Hamilton County Jail and we receive many of our residential clients from our jail program. We just received the contract to open a men's Therapeutic Recovery Pod in the Hamilton County Jail. It's important we stay in Noblesville. It should stay our central location, no matter how much we grow.

6. Lastly, Transformations is the only residential recovery center in Hamilton County and no one else in the State has a recovery model like ours. We are very unique and what we are doing is working. It's changing lives, families, and our community. Why in the world wouldn't you want us to stay?!



Photo 1: Looking north from the Sheridan Road right-of-way.



Photo 2



Photo 3: Rear yard, looking northeast



Exhibit 6 (31 pages)

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This handbook is designed to provide you with the information necessary to successfully complete Transformations Center for Healing (TCFH) program. It is your obligation to familiarize yourself with its content and to ask questions of staff on anything that you do not understand. It is yours to keep and to refer to during your stay. No handbook can have every piece of information in order to fully understand the program and its procedures, but this handbook serves as a good reference piece. Anything not covered within these pages can be addressed with staff. You are 100% responsible for your progress in your program.

Section 1: Welcome

1.1 Mission

Applying a practice of self-discovery and healing, Transformations Center for Healing is a Christ-centered, holistic and long-term residential recovery center intently focused on restoring the identity and lives of women suffering from substance use disorder.

1.2 Vision

Transformations Center for Healing will endeavor continuously to provide women in need with the opportunity to experience freedom and healing from substance use disorder and its related symptoms.

1.3 Beliefs

- We believe that the power of Jesus Christ can and will deeply heal and transform someone if they are willing to surrender and submit their lives to Christ
- We believe in providing a safe, supportive, structured and compassionate environment.
- We believe that every person has the capacity to change
- We believe in outcome oriented, holistic focused treatment
- We believe in an individualized treatment plan tailored to one's needs and goals
- We believe in evidence based treatment
- We believe in treating the individual and the family
- We believe in serving others through community partnerships

1.4 Resident Rights

Please note these are your rights as they apply to the facility, programming and personnel employed by Transformations Center for Healing.

- To be treated with consideration and respect for personal dignity, autonomy and privacy.
- Be informed of available program services.
- To give consent or to refuse any service, treatment or therapy.
- To know your progression in the program.
- To participate in the development, review and revision of one's own individualized treatment plan and to receive a copy of it.
- To be informed of, and the right to refuse any unusual or hazardous treatment procedures.
- To have confidentiality of communications and personal identifying information.
- To be informed for the reason(s) for terminating your participation in the program.
- Not to be discriminated against receiving services on the basis of race, ethnicity, age, color, religion, sexual orientation.
- To know the cost of services.
- To be informed of all client rights.
- To exercise one's own client rights without reprisal.
- To file a grievance in accordance with program procedures.

1.5 Confidentiality and Privacy Policy

We respect your privacy as our client and we will endeavor to maintain the confidentiality of your personal information. We collect information in several ways: through client application and admission, client care, client payment, and client exit from Transformations. This information we collect may include personal information. Transformations may also periodically request feedback from clients.

Transformations uses the information it collects to provide services to clients and to improve the client experience as well as with marketing and promotional efforts. Transformations may have reason to share information with its business partners or third parties who provide services to Transformations on Transformations' behalf. If you do not want us to send any information for this purpose, please notify us in writing. We will adhere to any laws that apply to Transformations regarding the protection of personal information. We will not disclose your personal information except as described in this section (unless law prohibits disclosure) without first informing you of such change in our disclosure practices.

Transformations may disclose the information it collects when required to do so by a court, regulatory agency, subpoena, law, regulation or other body of competent jurisdiction and authority, and for administrative and other purposes Transformations

deems necessary to maintain, service, and improve its services and to protect its rights and property.

In addition to the above, the program will not convey either personal or programmatic information to a person outside the program, nor disclose any information identifying a client as an alcohol or drug abuse client unless:

- The client consents in writing;
- The disclosure is allowed or required by court order; or
- The disclosure is made to medical personnel in a medical emergency.

Transformations has the right to release non-identifiable information for the purposes of data collection, fundraising, and marketing.

Section 2: Admissions

2.1 Requirements for Admission

- Transformations Center for Healing is not a medical facility and does not have medical personnel on staff, therefore we have strict rules regarding admitting individuals in active withdrawal. Due to the medical risks associated with alcohol or benzodiazepines, individuals must be medically detoxed from these substances at a medical facility prior to being admitted to TCFH. It is required that residents must present a medical release stating that they have completed medical detoxification and/or are not currently in active withdrawal from these substances.
- Admitting individuals for all other substances is left to the discretion of TCFH staff based on the outcome of the intake assessment.
- Due to the holistic, non-medication structure of TCFH program, residents are not permitted to bring any prescription or non-prescription medication into the facility.

2.2 Admission Process

- TCFH admission process can take 1-5 days to complete. Staff will conduct thorough phone interviews, then schedule an in person assessment interview prior to being considered appropriate for admission. Residents may be asked to come with a bag packed and ready to move in that day.
- Transformations program is separated into 3 phases completed over a period of 12 months. It is our goal to move all residents through each phase. Residents are required to commit to Phase I for a period of 4 months and apply to each phase thereafter. The phases are as follows.
 - Phase I: Self-Discovery; 0-4 months
 - Phase II: Regeneration; 4-8 months

- o Phase III: Lead in Love; 8-12 months
- The cost of the program is \$2000 a month. Payment will be arranged at the time of admission. No refunds will be given under any circumstance.

2.3 Orientation

Once accepted into the residential recovery program, you will:

- Receive a copy of this handbook and a staff member will go over it with you to answer any questions or concerns
- Become oriented to the house, staff, and other residents
- Receive a bed assignment and welcome basket
- Be expected to attend all scheduled programming as noted on the daily schedule

2.4 Client Property

TCFH is not responsible for lost, damaged, or stolen property. If you choose to bring in valuable possessions, you do so at your own risk.

- If you loan your personal items or lend money to other clients you do so at your own risk.
- Upon discharge of programming you are responsible for removing all personal property. Any belongings left behind will be donated after a period of 48 hours following discharge.
- Your belongings will be checked upon arrival. Any non-allowable items will be sent home with your family.
- Any items that are dropped off will be checked by staff.
- Any items not on the allowable item list may be considered contraband and may be confiscated and returned to your family.

Following is the Allowable and Recommended Item List:

- o 10 comfortable outfits
- o 6 workout outfits
- o 2 casual/dress outfits
- o Pajamas
- o 2 swimsuits
- o 10 pair of underwear
- o 10 pair of socks
- o 4 pairs of shoes (1 flip flop, gym shoes, work shoes, 1 other)
- o 1 winter coat and 1 jacket
- o 1 hat and gloves
- o Hygiene Products (without alcohol)

- o Blow-dryer, curling or straightening iron
- o Fingernail polish, emery board, nail clippers, tweezers
- o Eyeglasses, contacts and accessories
- o Appropriate family photographs
- o Chewing Gum
- o Robe and Slippers
- o Make-up
- o Battery operated alarm clock
- o Small fan
- o Writing materials/stamps/envelopes
- o 1 Pillow and 1 blanket (optional, as bedding is provided)
- o Approved prescription or over-the-counter medications

Non-allowable Items (includes, without limitation):

- Drugs, drug paraphernalia, cigarettes, or other nicotine products
- Clothing w/ inappropriate messages or sexually explicit/revealing clothing
- Weapons or gang related materials
- Televisions
- Candles/Incense, lighters
- Cell phones or electronics

You will be allowed to exchange clothing or accept new items. Item drop offs must be approved family members or significant others and may occur on Sundays from 1:00-5:00 during visiting hours. Visits are not permitted when dropping off items unless scheduled.

2.5 Finances & Money Request Forms

- The cost of the residential program is \$2,000 a month. There are minimum scholarship opportunities available for residents and their families who cannot afford to pay the full tuition amount.
- All residents must make a down payment of \$500 at the time of intake. This down payment is non-refundable.
- Residents must make a downpayment of \$500 towards program tuition before they are eligible to receive any funds deposited toward their personal accounts. For individuals on any type of scholarship plan, once the \$500 minimum has been met 75% of funds received for the personal account will be deposited toward tuition and 25% will be deposited into the personal account. The personal account funds should only be utilized for basic necessities.

- Funds sent toward program tuition or resident personal accounts should be mailed to PO Box 384 Noblesville, IN 46061. Online payments may be received through the website at transformationscfh.org. A 3% service charge will be applied to all credit card payments.
- Residents' money shall be kept in the Transformations Resident Account and an accurate record of each resident's balance shall be maintained.
- If a resident must make a purchase from their personal account; she must submit a Money Request Form to be approved by TCFH staff. Funds requested will be given to TCFH staff to make all purchases (or oversee all purchases). A receipt for all purchases and any remaining change is to be given to TCFH staff. Receipt and change will be placed in the resident's account record.
- There are NO REFUNDS under any circumstances.
- Residents shall not receive gifts of any kind or money from another resident, any visitor, or anyone they come in contact with during church services and activities, or during work details without approval of TCFH staff. Any attempt by anyone trying to give a resident money and/or gifts of any kind should be reported by the resident to TCFH staff. Any money and/or gift of any kind that is accepted by a resident without the approval of TCFH staff shall be subject to confiscation and the resident may face disciplinary action, additional supervision, and/or dismissal from the program.

Section 3: Program Phases

- Transformations residential program includes three phases, each for a period of four months. It is our goal for all participants to complete all three phases. The program is meant to be built upon, taking each area of growth into the next phase so that participants will discover who they are, recreate who they want to be, and learn to lead others through the healing journey.
- Residents will initially be accepted into Phase I and may complete an application to apply to additional phases as they move through the program. Consideration for acceptance will be dependent on resident progress and commitment to their recovery.

3.1 Phase I- Self-Discovery

- 0-4 months
- Self-Discovery is the process of acquiring insight into one's own character; act or process of achieving self-knowledge; awareness of heart, motives, potential, character, and need for change or growth.
- Outcomes & Goals
 - Physical Wellness Program

- Participants bodies will be detoxed from chemicals and toxins and nutritional deficiencies will be restored
- Participants will experience more energy, clearer thinking, and an increase in the ability to process and learn
- Participants will adopt a regular exercise regimen
- Participants will implement a healthy diet
- Participants will understand the importance of leading a healthy lifestyle
- Psychological Program
 - Participants will gain knowledge about their substance use disorder
 - Participants will learn to be vulnerable and trust others and the process of change
 - Participants will learn to feel again
 - Participants will gain emotional intelligence by understanding “why do I do the very thing I do not want to do”:
 - Participants will understand, process and receive healing from; primary and secondary areas of struggle, their false belief system, vows made, protective personalities
 - Participants will understand, process and receive healing from; their secrets that make them sick, areas of self-forgiveness, traumas, and grief
 - Participants will understand the impact that relationships have had on their lives, start the journey of forgiving others and making amends
- Spiritual Program
 - Participants will surrender their life, will and healing process to Jesus Christ
 - Participants will gain an understanding of God, Jesus Christ and the Holy Spirit
 - Participants will experience an intimate relationship with God through disciplines of prayer, meditation, worship, understanding the Word of God
- Life Skills
 - Participants will learn healthy interpersonal relationship skills
 - Participants will learn how to be held accountable and hold others accountable with love
 - Participants will learn to resolve conflict
 - Participants will learn to take responsibility for their own thoughts, behaviors and beliefs
 - Participants will learn to problem solve

- Participants are required to begin serving at partner churches and completing service work in the community

3.2 Phase II- Regeneration

- 4-8 months
- Regeneration is a New Birth; as to the nature of change, it consists in the implanting of a new principle or disposition in the soul; the old passes away and becoming new; renew and transform the heart
- Outcomes & Goals
 - Physical Wellness Program
 - Participants will experience a changed belief and attitude about living a healthy lifestyle and be equipped with the knowledge, tools and desire to live and maintain a healthy lifestyle
 - Participants will maintain sauna detox and exercise regimens
 - Psychological Program
 - Participants will apply all of the knowledge, understanding and tools learned in phase I
 - Participants will have an understanding of who they want to be and create a renewed identity
 - Participants will experience positive self-esteem and positive self-love
 - Participants will understand how they emotionally process and respond and learn positive coping skills
 - Participants will embrace their brokenness and turn that into growing opportunities
 -
 - Spiritual Program
 - Participants will learn how to listen to the Holy Spirit and discern His guidance
 - Participants will understand and believe their identity in Christ
 - Participants will understand how to live loved and accepted by Jesus Christ
 - Participants will explore God's purpose and plans for their lives so that they may live in freedom
 - Life Skills
 - Participants will continue to learn about and live in healthy interpersonal relationships, applying the skills learned in phase I

- Participants will learn what healthy boundaries are and how to create healthy boundaries in their lives

3.3 Phase III- Lead in Love

- 8-12 months
- The Phase III program is intended to bridge the gap between intense residential programming and independent living. Participants programming goals will transition from that of a counseling focus to a coaching focus. This phase includes employment, internship, transitional housing and an increase in freedom and responsibilities. In this phase, it is important for participants to focus on leading new residents through the recovery journey at Transformations. Your Phase III care plan will not begin until you have graduated into Phase II.
- Outcomes & Goals
 - Physical Wellness Program
 - Participants will have the knowledge, tools and desire to maintain a healthy lifestyle
 - Psychological Program
 - Participants will desire to live a life free from substance use.
 - Participants will adapt healthy coping skills to deal with thoughts, emotions, and behaviors.
 - Participants will experience internal restoration and renewal.
 - Participants will be fully aware of their desired state of being and apply the steps necessary to reach their goals
 - Participants will lead lives full of gratitude
 - Participants will learn how to lead others in love through the healing process and practice that on a regular basis
 - Spiritual Program
 - Participants will make goals and plans to lead a life in their purpose or calling, centered around their relationship with God
 - Participants will be confident in who they are and model that in their thoughts, behaviors and decisions
 - Participants will serve others and lead others through the recovery journey
- Programming & Schedule
 - Residents can be transferred to an assigned Life Coach. Individual meetings and transitional care plans will be conducted through the assigned Life Coach.
 - Participants will follow Phase III scheduling guidelines as outlined on the program calendar.

- Due to working on Thursday, Friday and Saturdays; Tuesdays will be utilized for passes. All passes must go through the approved process and follow the Phase III pass guideline.
- Participants will lead a Wednesday night group at 6:30pm at Transformations
- Residents will be expected to find a Spiritual Mother or Sponsor during this phase.
- Residents will attend the relapse prevention group at Trevor's House.
- Housing
 - Participants may be eligible to move into Trevor's House at 10 months into program, or half-way through Phase III.
 - Participants will continue to follow the program and schedule guidelines according to the Phase III schedule
 - The purpose is to introduce transition to residents prior to graduation and entering the Discipleship Program. Participants will still be considered part of the 12-month residential program.
- Employment & Finances

Phase III program participants have the opportunity to work part time employment and/or complete a project and internship. Guidelines are as follows.

- Participants will have the opportunity to work at IMMI on a part time basis on Thursday, Friday and Saturdays each week while completing Phase III. Participants may apply for IMMI at least two weeks prior to graduating into Phase III.
- Participants will be required to pay the full amount of their paycheck to Transformations to cover tuition cost while residing in the residential program.
- Once residents move to Trevor's House, they will follow the guidelines for rent outlined in the Discipleship Handbook. This includes \$500 a month rent and working with staff to create a savings envelope system.
- If participants graduate from Transformations residential program and transfer to the Discipleship Program, a portion of the funds may be used to help individuals get their driver's license back or for other necessary start up cost. That decision is left solely to Transformations staff and is dependent upon many related factors.
- In addition to part time employment, residents will be required to complete a partial project/internship. This includes:
 - 3 page paper over an approved topic
 - Up to 5 hours a week of offsite internship hours
- Project & Internship

- If participants are not eligible to work part time at IMMI, then they will be expected to complete the full requirements of the project and internship.
- Participants will identify an area or topic that they are passionate about pursuing regarding their giftings, talents and future goals. Once this topic or area has been chosen and approved by Transformations staff, participants will then complete a project and internship related to the approved topic.
- Participants are expected to conduct research and write a 6 page paper in preparation of presenting their project. Please see the document for paper guidelines.
- A requirement of the project is to also participate in an internship at an approved organization or business. Participants may spend up to 20 hours a week off site for their internship.
- Participants will present their project upon completion of the residential program.
- **Testimony**
 - Phase III residents are required to write out their personal testimonies and be prepared to share at their graduation ceremony.
 - There are specific guidelines required. Please see the document for testimony guidelines.

3.4 Phase IV- Discipleship Program

- The Discipleship Program consist of a sober living transitional home called Trevor's House. Participants in the Discipleship Program must be committed to continue pursuing and strengthening their recovery. Transformations will provide a MAP care plan that participants are required to follow. A separate handbook and contract will be provided at the time of acceptance.

Section 4: Visitation & Outside Communication

4.1 Authorized Contact List

- The authorized contact list is comprised of family members, pastors, and friends who play an important role in residents' recovery process. TCFH must approve the authorized contact list.
- Individuals who are currently in active addiction or whom residents participated with in active addiction will not be approved on the authorized contact list.

4.2 Phone Calls

- **Phase I: after 1 Month-4 Months** Residents may make 2-10 minute phone calls a

week to individuals on the authorized contact list. All initial calls should be scheduled with staff via a request form and monitored by staff. All additional calls will be monitored by TCFH staff or senior residents.

- **Phase II: Months 4-7** Residents may make 4-10 minute phone calls a week to individuals on the authorized contact list. All calls will be monitored by TCFH staff or senior residents.
- **Phase III: Months 8-12** Residents may make 4-20 minute phone calls a week to individuals on the authorized contact list.
- All residents are expected to keep track of calls in the Call Log.

4.3 Written Correspondence

- **Phase I: after 1 Month** You can write and receive letters through the mail. All incoming and outgoing mail may be reviewed by staff. By signing this Handbook, you expressly grant staff permission to review and distribute written correspondence as staff deem appropriate. Inappropriate correspondence will not be given to residents. A copy of the original letter will be placed in resident property and the original letter will be shredded.
- Envelopes and stamps will not be provided. It is the resident's responsibility to provide their own envelopes and stamps.

4.4 Visitation

- **Phase I: after 2 Months-4 Months** Approved visitors must be added to the authorized contact list prior to the scheduled visitation day. House visitation is on Sundays from 1-3 and 3-5 pm, 2 times a month only. Your visitor must call and schedule a visit on Friday.
- You will not be permitted to leave the property during visitation unless you've been approved for an off-site pass.
- Minors visiting must be accompanied by an adult. If your children are onsite visiting, you are 100% responsible for the care and safety of your children. TCFH accepts no responsibility for the care of your children.

4.5 Church Attendance

- **Phase I: after 2 Months-4 Months** Approved contacts may attend 1 church service a week with residents.
- They will be expected to meet at the church and residents will not be permitted to leave the property with authorized contacts unless you've been approved for an off-site pass.
- Residents and families are required to sit with other TCFH residents during church service.
- Minors visiting must be accompanied by an adult. If your children are onsite

visiting, you are 100% responsible for the care and safety of your children. TCFH accepts no responsibility for the care of your children. Residents may sign children up for kids church services.

4.6 Off-Site Passes

- Once *off-site passes* begin, they will take the place of house visitation.
- Residents can apply for passes by completing a Pass Request Form. The pass program and visitation is as follows.
- Phase II: 4-7 Months
 - Phase II: Month 4: 1 church service a week, 2-2 hour passes a month
 - Phase II, Month 5: 1 church service a week, 2-4 hour passes a month
 - Phase II, Month 6: 1 church service a week, 2-6 hour passes a month
 - Phase II, Month 7: 1 church service a week, 2-8 hour passes a month
- Phase III: 8-12 Months
 - Phase III, Months 8-10: 1 church service a week, 2-8 hour passes a month
 - Phase III, Months 11-12: 1 church service a week, 2-overnight passes a month
 - Overnight pass
 - Maximum of 24 hours
 - Must be taken on a Friday or Saturday
 - Exceptions are holidays or special events
- Pass Exceptions & Extenuating Circumstances
 - If residents are eligible for passes but do not have an approved family member or friend to go on pass with, they will be eligible to go on pass with TCFH approved volunteers.
 - If this situation occurs, residents will be eligible to take either a pass or visit, no more than 2 a month.

4.7 Pastoral Visitation

- Residents may have visits from Pastors on their approved contact list. A Release of Information must be signed.
- Residents are eligible for 1 Pastoral visitation a month. Pastoral visitation should take place on Sundays during visitation hours if possible. Please notify staff if other arrangements need to be made.

Section 5: Programming

Transformations Center for Healing holistic focused treatment approach is specifically designed to treat the physical, mental, emotional, and spiritual aspects of an individual. We also focus on relationships, environment, and future goals. It is recommended that you should follow all the programming guidelines as suggested in order to accomplish the best possible outcome.

Your recovery care plan, length of stay, and completion of the program is tailored to your individual needs and progress and is dependent upon your investment in treatment. You are responsible for your own recovery.

5.1 Expectations

- Positive attitude
- Attendance and participation in group and individual sessions
- Invest in yourself by taking an active role in your treatment
- Following all center rules
- Positive progress on your treatment plan
- Take ownership of the center
- Treat staff and other residents with respect and kindness

5.2 Recovery Care Plan & Evaluations

- Once admitted, you will work with TCFH staff to create an individualized recovery care plan that meets your goals and needs. The recovery care plan will regularly be reviewed, updated and will be an assessment tool to evaluate progress and needs.

5.3 Daily Schedule

- Residents must wake up at the appointed time and make preparations for the activities of the day.
- Residents are expected to attend ALL activities listed on the daily schedule. It is your responsibility to be at the designated area on time without complaints, tardiness, or absence.
- The programming schedule and curriculum calendar may vary with program phases. All schedules and calendars will be posted. Please see senior residents or TCFH staff for questions.

5.4 Physical Wellness

- ALL residents are required to participate in the scheduled physical exercise regimen and sauna purification program. It is a vital part of the Transformations program recovery model.
- Residents must disclose, at the time of intake, any physical, emotional, mental, or medical conditions that might restrict or limit their participation in program requirements. Failure to do so may result in a medical discharge from program.
- **Health Services**
 - TCFH is not a medical facility and we only offer minimal medical services.
Please see Case Management for specifics.
 - Payment for all medical and/or dental care is the responsibility of each resident. TCFH shall not be responsible for the medical and/or dental needs of a resident prior to or during enrollment. All medical and

dental expenses incurred by residents while enrolled in the program shall be the responsibility of each individual resident. TCFH is not held responsible for injury or illnesses of residents in the program.

- It is the residents & their families responsibility to ask the healthcare provider for an estimate of charges and if they accept their insurance.

- **Medications**

- TCFH is a holistic facility focused on minimizing the use of over the counter or prescription medications. TCFH recommends that residents utilizes at least 4 non-medication healing approaches to any ailments prior to seeking medication treatment.
- Residents are not permitted to take any psychotropic or narcotic medications at any time.
- Residents are not permitted to participate in Medicated Assisted Treatment programs that include Suboxone or Methadone.
- TCFH does not offer a Vivitrol program. Residents may participate in an outside Vivitrol program, but not for longer than the period of one phase (4 months). The Vivitrol program is meant to be a temporary assistance in the early stages of recovery, and not intended to be a long-term solution.
- Residents are not permitted to take any vitamins, other than TCFH recommended regimen, unless prescribed by a doctor. This includes any pre-workout, caffeine, accelerator, or weight loss supplements.
- Approved medications are as follows:
 - Pain Reliever - Tylenol, Naproxen, Ibuprofen, Excedrin
 - Stomach Medication - Prilosec OTC, Nexium, Prevacid, Tums, Roloids, Pepto Bismol
 - Cold, Cough or Sinus Medication - Claritin, Chlortabs, Tylenol Cold & Sinus (all non- drowsy), Alka Seltzer Plus Cold Daytime, Mucinex, Alcohol Free Cough Syrup, Tussin CF, Cough Drops (Cannot take antihistamines or decongestants ending in "D" or "DM").
 - Other: TCFH vitamin regimen, probiotics
 - Prescription antibiotics
 - All other vitamins and prescription medications must be deemed medically necessary by a medical doctor in order to be eligible for approval.
- TCFH is not responsible for covering the cost of prescription or over the counter medications. Residents are responsible for all medical cost accrued.
- All medications will be locked in the safe and should be self-administered under staff supervision.

5.5 Psychological Program

The programming schedule and curriculum calendar may vary with program phases.

- **Individual Counseling**

- o Residents will have the opportunity to meet with their assigned TCFH counselor at least 2 times a month for 60 minutes.
- o This time may be utilized for an individual counseling session, resident evaluation and progress, or to resolve any issues.
- o Residents should submit a request form to their assigned TCFH counselor for additional individual sessions. These sessions will be approved as time allows.
- **Group Counseling**
 - o Group education and processing is a vital part of the Transformations program recovery model. Residents are expected to participate in all education and processing groups as scheduled.
 - o The Genesis Process is TCFH core curriculum. All phase I and II residents are required to participate in a Genesis Process Group.
 - o Mirror meetings and tools groups will be held on a regular basis to increase emotional intelligence, self awareness, and develop life recovery skills.
 - o Other education and processing groups are provided per program schedule.
 - o Group counseling may be facilitated by TCFH staff, volunteers, TCFH residents, or outside agencies.
- **Individual Curriculum**
 - o Residents will be given an individual curriculum schedule that outlines the details and expectations for completing this requirement of programming.
 - o Residents will need to check out/in all curriculum books. These books are a loan for your use and should not be written in, destroyed, lost, or stolen.
 - o Residents will be responsible for the cost of any books they write in or destroy. All TCFH curriculum books should be returned at discharge.
 - o If a resident would like to purchase a curriculum book for their personal use to write in, they may do so. Please submit a request form to the Program Director.

5.6 Spiritual Program

- The Spiritual Program is a vital part of the Transformations recovery program model and necessary to the healing process. It is the goal of Transformations for residents to understand and walk in their God-given identity and pursue a relationship with Jesus Christ while they seek God's purpose for their lives.
- Residents will participate in regularly scheduled worship, prayer, meditation, mindfulness activities, Bible studies, and other relevant faith-based Christian programming.
- Journaling is an important component to the recovery process. There is a time allotted to journaling on the daily schedule, but residents will have ample opportunity to journal outside of that scheduled time. You may share your journal entries, but you are not required to share.

5.7 Family Program

- TCFH staff will conduct a family interview at the time of admission.
- TCFH staff will work with all willing resident family members to provide minimal support. We do not offer counseling or coaching services to family members, however we will refer families to the proper support services and strongly encourage families to participate in their own healing journey.

5.8 Art and Recreation Therapy

- TCFH will utilize art and recreation therapy as an important component of the recovery process.

5.9 Community Service & Work Duties

- Residents will be expected to participate in service work opportunities in the community or business partnerships. The service project, dates, and times will be determined by TCFH staff.
- We believe that we are blessed when we bless others.
- The community service and work experience program at TCFH is directed to bring about a change in the lifestyle and work habits of each resident. A work detail is a time to test your maturity as a Christian and to put into practice what has been learned from the Word of God.
- During work detail a resident has the opportunity to learn patience, tolerance, industry, faithfulness, perseverance, honesty, responsibility, and punctuality.
- The Bible emphasizes the importance of work: "he that will not work shall not eat", (II Thessalonians 3:10). We must first learn to be productive so then we can become creative. Work is an integral part of a person's life and is a vital link in establishing the pattern of personal and spiritual growth.
- Involvement in the work experience program will benefit each resident in making the transition into the workforce by; 1) learning to assume responsibility, 2) gaining knowledge and attitudes necessary for successful job performance, 3) acquiring good work habits, 4) learning how to cooperate with fellow workers, employees, supervisors, etc., 5) developing personality and poise, 6) realizing proper evaluation of production and wages, 7) broaden knowledge of the occupational environment and conditions.
- No resident is excused from the work experience program or any work detail assigned to them. Individuals unable to perform service work duties will not be eligible to remain in the program.
- Any funds paid to TCFH through these work opportunities and partnerships will be considered a donation made toward TCFH operational cost and will not be given to each individual.

5.10 Case Management

Residents will meet 1 time a week for 30 minutes with their assigned Care Coordinator. Residents should be prepared to discuss all case management issues or concerns during this time. Additional request should be made by completing a written request.

- **Medical Care** - TCFH is not a medical facility and we only offer minimal medical services. Those services are listed below.
 - Residents will not receive any case management services in regards to medical care within their first month of programming.
 - After 1 month of programming, a TCFH Care Coordinator will assist residents in applying for medicaid. This service is in place so that residents will be insured in case of an emergency.
 - After 2 months of programming, a TCFH Case Coordinator will assist residents in establishing an initial new patient appointment at Dr. Kent Erb's office in Sheridan Indiana. This initial appointment will include a full physical and minimal testing.
 - After 2 months of programming, a TCFH Case Coordinator will assist residents in scheduling free testing for HIV, STD, and HEP-C through the Hamilton County Health Department if this service is not or cannot be provided through Dr. Kent Erb's office.
 - TCFH will not refuse medical care to a resident, however medical care services should only be utilized in the case of an emergency.
 - At no time will TCFH manage or oversee serious or life threatening medical issues, surgeries, diagnoses that require regular medical attention and appointments. Should a resident choose to seek these services, TCFH will medically discharge the resident from program. Returning residents may be eligible for the 30 day re-application wait period to be waived. This decision is left solely to TCFH staff and is dependent upon many factors.
 - The Care Coordinator will oversee all medication request and self-administration.
- **Legal Care**
 - Residents are responsible for disclosing all past, current and pending legal issues at the time of the intake interview. Failure to disclose could result in dismissal from the program.
 - TCFH accepts residents who are on probation, parole and house arrest if participation requirements are reasonable within the scope of TCFH programming.

- All legal matters, communications, court dates and appointments are the responsibility of residents to manage and communicate with their Care Coordinator. The assigned Care Coordinator will assist residents in this process as necessary.
- **Family Care**
 - TCFH will conduct a family interview at the time of admission.
 - TCFH staff will work with all willing resident family members to provide minimal support. We do not offer counseling or coaching services to family members, however we will refer families to the proper support services and strongly encourage families to participate in their own healing journey.
 - The Care Coordinator is responsible for any communication with families regarding case management.

Section 6: Culture & Environment

The environment and culture is a vital part of the Transformations recovery program model and is just as important as all other programming. It is expected that all residents will follow outlined expectations in order to maintain a healthy, safe, clean, and organized culture and environment.

6.1 Seniority

- The culture of TCFH is ran on a seniority system. The purpose is to learn to prefer a sister over yourself and develop leadership qualities.
- Individuals with the most seniority will be given additional responsibilities and privileges.
- Senior residents should be preferred by all residents in order of seniority for showering, transportation, meals, etc
- Senior residents are responsible for the resident cellphone, setting the alarm system, night checks, implementing the program schedule and the overall safety and care of all residents.
- Senior residents should work closely with TCFH staff to develop the skill set to lead others.
- Residents may be demoted in seniority if they are prideful, abusive or otherwise unsafe to lead others in the healing journey.
- There should always be a buddy system in place. Residents in Phase I are not permitted to go anywhere without a buddy when conducting programming outside of the house.

6.2 Building & Grounds

- Bedroom Area

- o You are expected to keep your bed and bedroom living area clean and organized at all times.
 - o You are given a bed, half an armchair, and half a cabinet space to store your personal items. You should not take over any other area in the room.
 - o Beds should be made nicely every morning and any extra blankets should be folded at the end of the bed.
- Common Living Areas
 - o These include all areas of the house except staff office
 - o You are not permitted to sleep in these areas
 - o You are expected to keep these areas clean and organized. Please pick up after yourself.
- Kitchen
 - o Residents are responsible for developing menus, grocery list according to budget, finding recipes, preparing, cooking, and cleaning up meals.
 - o Meals should ONLY be eaten in the inside or outside dining area
- Laundry
 - o Each resident is assigned scheduled laundry days
 - o TCFH will provide detergent and softener if you do not have your own
- Bathroom
 - o You are expected to clean up after yourself when you are finished in the bathroom
 - o You are expected to change clothes in the bathroom or by yourself, with the door closed. It's important to respect your privacy and the boundaries of others.
- Outdoor Activity Space
 - o You may enjoy the outside living space, but you must stay within the outside property boundaries
 - o You are permitted to enter Life Church outside property to walk during scheduled exercise time as a house, or if you are out of your 90 days you may walk alone or another resident out of their 90 days.

6.3 Chores

The house in which you are currently residing is your responsibility to keep in a clean and safe manner. You are responsible to contribute to this process on a daily basis. Part of making positive changes in your life is taking responsibility for your environment.

- Chores will be assigned to residents and should be checked by senior residents. Please see the chore list. It is your responsibility to make sure it is done properly. If

you require guidance on the completion of the chore it is your responsibility to ask for help.

- It is your responsibility to pick up after yourself and leave an area in better condition than you found it.
- Residents are expected to wash their bed sheets once a week and blankets once a month.
- TCFH supplies basic household cleaning materials. They are available upon request and are the property of TCFH. Please notify staff of any problems with the physical condition of the building so they may conduct proper routine maintenance.

6.4 Hygiene & Self-Care

- You will be required to shower daily and keep appropriate and healthy hygiene. This includes brushing your teeth and wearing deodorant.
- Hygiene products are available for resident use. Please notify staff or a senior resident if you are in need of any items.
- Please notify staff if you are in need of any clothing items or shoes.
- Part of the recovery process is learning to listen to your body and apply an appropriate self-care regimen to your daily routine. This includes physical, mental, emotional, spiritual, and social health. Please notify staff for guidance.

6.5 Request Forms & Staff Communication

- **Request Forms**
 - Request Forms are provided for residents to complete to convey request to TCFH staff. Request not made in writing on a request form will be denied.
 - Request Forms should be turned into the appropriate staff members. All program request should go to the Program Director. All case management request should go to the Care Coordinator. All financial request should go to the Executive Director.
 - All request forms will be reviewed at Wednesdays staff meeting. Please keep this in mind so that you can be proactive about getting requests turned in ahead of time so you do not have to wait another week. **This includes any requested weekend recreation activities.**
 - Visit and pass request forms should be turned in no later than Wednesday evening to be approved for the current weekend. Late visitation and pass request will not be approved.
- **Staff Communication**

- It is important that residents communicate with the proper staff member for all issues, questions and requests. Generally most programming questions will go to the Program Director.
- If there are any changes to the daily schedule or plan, a senior resident should send a group text to notify all staff to ensure everyone is aware of the changes.
- TCFH provides residents with a cellphone to communicate directly with staff only. Residents must bring the cellphone with them when they leave the house for all scheduled programming.
- Not following these communications guidelines could result in disciplinary consequences, including formal warnings and write-up's.

6.6 Computer Use Guidelines

The computer is for the use by TCFH residents for study, research, completing assignments, education, training, etc.

1. Use of the computer is allowed only during the designated time periods for designated purposes.
2. There should be no arguing at any time concerning the use of the computer. If such incidents occur restrictions will be placed on the use of the computer.
3. The computer will be shared by residents as per the instructions of TCFH staff. If a resident is using the computer and another resident asks for its use, the resident using the computer will have up to 30 minutes and then should allow the other resident the use of the computer. All computer use should be signed in/out.
4. Residents are not to change, alter, delete, or add to the programs, settings, passwords, etc. at any time.
5. No component of the computer should be removed from the house at any time.
6. Any abuse of the computer or its components by a resident will result in: losing privileges of using the computer.
7. No DVDs, CDs, etc. are to be used by a resident without the approval of Staff. No exceptions.
8. Proper care of the computer, monitor, and all other components is the responsibility of residents. Neglect and/or abuse will result in the discontinuance of this privilege.

6.7 Searches

It is the policy of TCFH to conduct periodic searches and for cause searches. All residents are subject to a search of their person or property at any time. It is your responsibility to cooperate during these searches, refusal to do so could result in an immediate dismissal from the program. You do not have to be present when your area

is searched. You may be responsible to put your room/property back in order after a search is conducted.

As a client of TCFH, you hereby waive any right to privacy related to these searches, including all constitutional rights, and covenant not to sue TCFH for any claim related to these searches (including if property is damaged or confiscated as a result of the search).

6.8 Drug Test

It is the policy of TCFH to conduct periodic urine screens and for cause urine screens. All residents are subject to a for cause urine screens at any time. It is your responsibility to cooperate during the urine screen, refusal to do so could result in an immediate dismissal from the program.

TCFH recognizes the confidential nature of information received in the administration of its drug testing policy and will make every effort to maintain the confidentiality of such information.

As a client of TCFH, you hereby consent to the periodic drug testing.

If you have a positive drug test, TCFH has discretion to dismiss you from the program.

Section 7: Safety

7.1 Emergency

Evacuation drills occur on a quarterly basis for Fire/Severe Weather. You will be notified of an evacuation drill at the time. Always evacuate the premises as though an emergency exists.

Evacuation Procedure:

Fire/Bomb Threat/Gas • Once a fire emergency has been determined, all clients must line up in an orderly fashion as quickly as possible and exit the building. • Clients are to proceed to the designated safety location and attendance will be taken. • All clients will remain in the designated location until the all clear has been issued by representative of fire department, or staff if it is a drill.

Severe Weather: A "WATCH" indicates that conditions are favorable for severe weather. Staff should monitor weather and be prepared immediately. A "WARNING" indicates severe weather is near. Staff should act quickly and without hesitation to move the clients to the designated location. 1. Once a weather emergency warning has been determined, all clients must line up in an orderly fashion as quickly as possible and

count off. 2. Staff will guide clients to designated location indicated with “Tornado Shelter” signs. 3. All clients will remain in the designated location until the all clear has been issued by city officials or weathermen. 4. Facilities are equipped with a weather radio, emergency blankets, flashlights, emergency cell phone and first aid kit.

Designated Emergency Evacuation Locations:

Fire/Bomb: Drive way of Life Church at the east side of the house

Tornado Shelter: Basement laundry room

7.2 Security & Safety

- TCFH has a zero tolerance policy for any weapons, drugs, alcohol, paraphernalia, or cigarettes on property
- We are a smoke free facility- residents, staff, volunteers, visitors
- Security System
 - TCFH has an alarm system that will be set each evening by a senior resident. You will not be allowed to go outside once the alarm has been set unless approved by a staff member.
 - Senior residents should set the alarm every time they leave the house empty.
 - The center will be equipped with outside and inside recording video cameras for staff and resident protection.
 - Tampering with the security system is prohibited and will result in sanctions or discharge from the program.
- Physical Injury
 - If you are physically injured please notify a staff member immediately
 - If you are in need of medical care, TCFH will call an ambulance or transport you to the nearest hospital, Riverview Hospital
 - Any expense incurred for medical care will be the responsibility of the resident. TCFH will not be responsible for any incurred expenses.

Section 8: Discipline & Sanctions

8.1 Offense, Sanctions, Consequences

Transformations Center for Healing’s program is developed with rules and structures in place in order to offer a safe healing environment for both staff and residents. An important part of the recovery process is learning how to bring honor to yourself and others by making choices that align with the values necessary to bring healing and

restoration to your life. The goal of the TCFH program is to allow you opportunities to learn how to make healthy choices for your life and treat others with respect.

While there may be a need for correction, our staff will do so through the filter of love and grace, modeling for you the characteristics of Christ. Staff will work with each individual to provide solutions and resolution when an issue arises. After exhausting all other efforts, the following consequences will be applied when the policies and procedures in the handbook are broken.

- Staff will utilize a progressive disciplinary and sanction system that includes:
 - Loss of privileges
 - Assigned tasks or work duties
 - Verbal and written warnings
 - Disciplinary write-ups
- If a resident has three disciplinary write-ups, they may be dismissed from program.
- Zero Tolerance Offenses that could result in Immediate Dismissal from the program
 - If you bring or anyone brings you weapons, drugs, alcohol, paraphernalia, or cigarettes on property
 - If you cause physical harm to yourself or any individual. We do not tolerate any physical violence.
 - Refusal to participate in random urine screens and random property searches

For all other offenses noted in the Handbook (unless staff discretion is explicitly permitted in another section), staff will utilize Resident Evaluations, Progress notes and Disciplinary Reports to address any issues.

Section 9: Discharge

9.1 Reasons for Discharge

- **Medical Discharge (MD)**: If a resident has a medical issues that TCFH cannot facilitate but are medically necessary or a resident chooses to address medical needs, then the resident will be medically discharge.
 - Staff will assist residents in developing a discharge plan.
 - You will have 1 hour from the time you discharge yourself from program to find a ride and pack your belongings.
 - No refunds for program tuition or personal accounts will be given for any reason.

- Residents may reapply for residential programming prior to the 30 day waiting period, to be determined on a case by case basis.
- General Discharge (GD): If staff and a resident agree that they are not a good fit for the program due to specific circumstances and are not discharged for medical or disciplinary reasons.
 - Staff will not be required to develop a discharge plan with you
 - You will have 1 hour from the time you discharge yourself from program to find a ride and pack your belongings.
 - No refunds for program tuition or personal accounts will be given for any reason.
 - Residents must wait 30 days to reapply to the residential program.
- Against Program Advice (APA): If you leave on your own will against staff advice, prior to successful completion of the program.
 - Staff will not be required to develop a discharge plan with you
 - You will have 1 hour from the time you discharge yourself from program to find a ride and pack your belongings.
 - No refunds for program tuition or personal accounts will be given for any reason.
 - Residents must wait 30 days to reapply to the residential program.
- Disciplinary Discharge (DD): You may be asked to leave the program for disciplinary reasons.
 - Staff will not be required to develop a discharge plan with you
 - You will have 1 hour from the time of discharge from program to find a ride and pack your belongings.
 - No refunds for program tuition or personal accounts will be given for any reason.
 - Residents must wait 30 days to reapply to the residential program.
- Program Completion (PC): Residents who complete the full requirements of the program and are considered program graduates.
 - Staff will develop a discharge plan with you.
 - If you are moving into Phase IV- The Discipleship Program, specific discharge plans will follow. You will move directly from the residential program to the Discipleship Program.

9.2 Discharge Guidelines

- It is important for residents to remain calm during the discharge process. Any disrespectful, aggressive or violent behavior will not be tolerated. If you do not comply to these guidelines, you may be asked to leave immediately and come back for your personal items once you have calmed down.

- If you cannot find a ride within the 1 hour time frame, TCFH will pay for an uber within a 10 mile radius. Anything outside of the 10 mile radius should be paid for by the resident.
- All personal items should be packed and taken at the time of discharge. Staff will observe this process. You are not permitted to take any TCFH property.
- All personal items should be picked up within 48 hours from the time of discharge. Items not picked up will be donated.
- It is the residents responsibility to have all mail forwarded to a different address. TCFH is not responsible for address changes and will not hold mail. All mail will be Returned to Sender.
- Refunds will not be given for any reason.

9.3 Reapplication Guidelines and Process

- Once a resident has been discharged from the program, they must wait 30 days to reapply. Exceptions can be made in medical discharge cases.
- Applicants who are accepted back into program will be placed in the phase and month that is best suitable to their recovery, and may include one of the following.
 - 1) Start the program over from the beginning of phase I.
 - 2) Start the program at the beginning of the phase they were last in.
 - 3) Start the program in a different phase or timeframe, dependent on which phase and month is best suitable for the residents recovery.
- If a resident is in Phase IV- The Discipleship Program when discharged, the following options are available and determined by TCFH staff.
 - 1) Residents may return to the Discipleship Program with strict guidelines and restrictions.
 - 2) Residents may be asked to complete the 30 Day Reset program at Transformations residential program before being transitioned back into the Discipleship Program.
 - 3) Residents may be admitted to the residential program, entry into phase and month to be determined by what is best suitable for an individual's recovery.

Section 10: Grievance Procedure

It is our goal to provide you with an enjoyable experience while you are a resident of Transformations Center for Healing. When there are concerns with your experience in the program we want to hear those concerns. However, please remember that such concerns must follow the below guidelines.

Residents have the opportunity to share their thoughts and concerns at the weekly house meetings. All clients are encouraged to resolve concerns with the individual they are having a concern with using healthy communication and problem solving skills. If the concern cannot be resolved at this level then the concern proceeds to the complaint level.

The resident can address the complaint that they may have by submitting a grievance form to the Program Director. Per policy, staff will work with residents toward resolution. If the complaint is not settled to your satisfaction then your grievance will be processed with the Executive Director.

Clients can obtain a grievance form from a staff member. All grievances must be written on these forms, and the forms must be completed entirely. If you need help filling out the form you may get assistance from a staff member.

Filing a Grievance:

All complaints must be filed within 48 hours of the alleged incident. Once completed, please submit the form to your Program Director or appropriate staff member.

Resident Handbook Agreement
(Make a Copy for Resident)

By signing this agreement, I _____ am voluntarily committing to 12 months of residential treatment at Transformations Center for Healing.

____ I have read and understand the Resident Handbook and I agree to abide by the Policies & Procedures of Transformations.

____ I understand that I am responsible for my own recovery and healing and I commit to fully engaging and participating in TCFH recovery program.

____ I commit to TCFH Core Statement, to 'Seek recovery as I pursue God's purpose for my life'.

____ I understand that I will be evaluated by staff on a consistent basis. Each evaluation will assess my desire and ability to pursue TCFH Core Statement.

____ I acknowledge and understand that no one employed by or involved with TCFH is a licensed medical professional nor has anyone represented that they are medically trained professionals. I agree that I am not relying on them for medical advice or medical treatment. I understand Transformations Center for Healing will not provide medical advice or medical treatment in any way.

Waiver and Release

____ By receiving services from TCFH and signing below, I hereby voluntarily and absolutely release, discharge, covenant not to sue, and waive Transformations or its officers, agents, employees, directors, volunteers or representatives from any and all loss or damages or actions or causes of action for personal injury, property damage or wrongful death occurring to me as a result my treatment at TCFH and my participation in the TCFH program, which may involve dangers or risk of bodily injury.

____ By signing below, I, for myself, my successors, assigns, executors, and administrators, agree that in the event any claim for personal injury, property damage, or wrongful death related to my participation in the TCFH program may be prosecuted against Transformations Center for Healing or its officers, agents, employees, directors, volunteers or representatives (collectively the "Indemnified Parties"), I will indemnify and hold harmless the Indemnified Parties from any and all claims or causes of action and related costs (including attorney fees and court costs) by me or by any other person or entity, by whomever or wherever made or presented.

I agree that I have received, signed, understood, acknowledged, and read this Resident Handbook and I agree to provisions in the Resident Handbook.

Printed Name: _____

Signature: _____

Date: _____

EXHIBIT 7
(8 pages)

The Noblesville Board of Zoning Appeals met on Monday, November 7, 2016. Members in attendance were as follows:

James Hanlon.....Vice Chairman/Citizen Member
 Dave BurtnerPlan Commission Member
 Mike FieldCitizen Member
 Doug DeJarnattPlan Commission Member

Others in attendance included: Assistant Director of Planning Andy Wert, Assistant Zoning Administrator Rina Alvarez, City Attorney Darren Murphy, and members of the general public.

Vice Chairman Hanlon calls the meeting to order at 6:00 p.m.

APPROVAL OF FINDINGS OF FACT

Motion by Mr. Field, second by Mr. Burtner to approve the October 3, 2016 Findings of Fact as presented. AYE: DeJarnatt, Field, Burtner, Hanlon. Motion carries 4-0.

APPROVAL OF MINUTES

Motion by Mr. Field, second by Mr. Burtner to approve the October 3, 2016 Minutes as presented. AYE: DeJarnatt, Field, Burtner, Hanlon. Motion carries 4-0.

Motion by Mr. DeJarnatt, second by Mr. Burtner to approve the September 12, 2016 Minutes as presented. AYE: DeJarnatt, Field, Burtner, Hanlon. Motion carries 4-0.

NEW PUBLIC HEARINGS

BZNA 000913-2016	HC Revitalization Corp	697 South Street
UDO § 8.D.2.B and Appendix C Variance of Use application to permit an office/retail use in an I2 (Heavy Industrial) zoning district.		

This item was continued to the next meeting.

BZNA 001007-2016	Transformations Center for Healing	2222 Sheridan Road
UDO § 8.B.2.B and Appendix C Variance of Use application to permit a Convalescent, Nursing or Rest Home use in an R1 (Low Density Single Family Residential) zoning district.		

Mr. Wert states that it has been a while since he has made a presentation before the Board of Zoning Appeals. He states that Ms. Aschleman has been doing such a great job, they thought they'd give her the evening off. As he understands from her, the board is used to seeing Parcel Maps. He apologizes for not putting them in the Board packets, but he has it here tonight in hopes that it will help the Board with their determination. The use category on the agenda is a little broad. In a minute, he will have Ms. Giboney come up to go over in a little more detail about what Transformations Center for Healing does.

Mr. Wert states from a Planning and Zoning standpoint, they have a convalescent home, which is defined as an establishment for the care of assisted living for the aged or infirm or a place of rest for those suffering from bodily disorders. Such home does not contain equipment for surgical care or for the treatment of disease or injury. He states that the Transformations Center for Healing provides therapy for women who suffer from substance abuse disorders. He states that one of the essential components this center provides is a safe and healthy living environment. That is the reason that this organization is before the Board tonight. Convalescent homes are identified in the UDO Official Schedule of Uses as prohibited in the R1 zoning district. When Staff first spoke with Ms. Giboney and came to understand the nature of her program, Staff felt that the use variance for this location was entirely appropriate.

Mr. Wert states that 2222 Sheridan Road is a residence that was built around 1956. He states that it has in the past been utilized as Parsonage by Life Church Assembly of God. It has most recently been vacant. He states that the church still owns the property and Transformations Center will be leasing on a limited lease up to 3 years. He states that they foresee the need to be significant enough that larger quarters will be necessary in the future. He states that this location will house up to 10 women at a time in addition to at least 2 staff members present around the clock. He states that from a Building Code standpoint, the applicants

will be seeking a Chapter 34 Review from the Indiana Department of Homeland Security, Fire Prevention and Building Safety Commission. He states that any modifications to the structure as a result from that review is anticipated to be fairly minor (all interior). He states that from an exterior standpoint, there will be very few changes other than some property maintenance. He states that he has noticed that the applicant has taken some initiative on (property maintenance). He states that there will be very little outward evidence that there is any sort of non-standard use at this site. He states that said another way, when Transformations Center is no longer utilizing the site, Staff expects it to revert back to Parsonage or a single family residence.

Mr. Field asks if this use will expire with the occupancy of Transformations Center.

Mr. Wert confirms that the use will not run with the land on this particular request.

Mr. Wert states that substance abuse is a very serious problem afflicting our nation and after several conversations with the local Police Chief it is clear that our community is by no means immune. He states that this is a service sorely needed by Noblesville and one that he believes will contribute in a very positive way to our quality of life. He states this project comes before the Board with a recommendation of approval from staff. He states that staff has documentation that certificates of mailing were properly sent as well as proof of publication in the local newspaper. He asks if the Board has any questions for staff.

Mr. DeJarnatt asks if they have any photographs from staff.

Mr. Wert answers no, he thinks that he included one photograph in the Staff Report.

Mr. Murphy asks if they are talking about the structure.

Mr. Hanlon states yes, along the same lines, is this the structure back here. He asks that is the structure. He asks how big it is.

Mr. Wert defers to the Petitioner.

A gentlemen from the Petitioner group answers that the structure is approximately 1600 square feet.

Vice Chairman Hanlon asks if there are any additional questions for staff which is met by silence. He then asks one representative to come forward on behalf of the Petitioner.

Ms. Lacey Giboney, 13903 Border Canyon Drive in Fishers, founder of Transformations Center for Healing, states she started Transformations in February in response to the heroin and opiate epidemic that is plaguing our state and county and Noblesville specifically. She states Hamilton County is ranked 9th out of 92 counties in Indiana in heroin and opiate overdoses. She states that the county was ranked 10th in January and has moved up in the ranking. She states Hamilton County has lost two more people in the last few weeks due to heroin and opiates. She states she has 11 years of sobriety from heroin addiction. She states once she got clean she went to school to get an education and credentials so that she could give back and help people who are going through similar struggles, however the problems have seemed to get worse. She states she went to Noblesville High School, has earned a Masters in Social Work and is a licensed Social Worker that has always lived in Hamilton County. She states she has become tired of seeing the problem and wanted to become part of the solution. She states the solution is that Noblesville needs long term residential recovery for women who are suffering. She states the reason she chose women is because it is the biggest gap in barrier in services. She states throughout the state of Indiana there are some men's transitional residential facilities for substance abuse, but not very many serve women, specifically in central Indiana. She states she chose to do a smaller model because it's proven that a smaller model of 10-12 women works more effectively. She states she believes that Transformations would be really good for the community. She states they have built some partnerships.

Ms. Giboney states they are working with Judge Nation so that Transformations can be used as an alternative sentencing center through the courts that can take women post-conviction, post-sentencing. She states when the women are interviewed in their pre-sentence investigation the Probation Department will make a determination or a request of where they would serve their sentence and Transformations will be one of those options once they have been assessed and deemed appropriate for the program. She states another way Transformations can work with women is pre-conviction. She states if a woman is incarcerated and released on their own recognizance to Transformations, if deemed appropriate for the program.

Ms. Giboney states Transformations has built community partnerships and has many more to build. She states drug abuse is a community problem and it's going to take the community to come together. She states they are working on securing partnerships with Grace Church, White River Christian Church and Life Church. She states they are trying to work with Riverview Hospital to provide a physical for all women when they first come to the program. She states they are also working with the Hamilton County Health Department to come in to do some psycho-education groups and HIV, AIDS, STD and Hepatitis C testing. She states they have

been talking with community leaders and members knowing that this is such a need in the community. She states Life Church has offered Transformations a lease on the house for a short term (up to 3 years). She states Transformations is hoping to grow, but will always keep the same model of 10-12 women per house but maybe several different units or locations.

Mr. Field asks if this is a locked facility or if people will be locked down there.

Ms. Giboney answers they will not.

Mr. Field asks if people will be detoxing at the facility.

Mr. Hanlon states that they will be residing there.

Ms. Giboney confirms they will be residing at the facility, but they will not be able to detox there. She states Transformations will not have any medical staff so they will not be able to allow people to detox at the facility. She states women will need to have a letter and a urine screen in order to prove that they have detoxed. She states Transformations' focus is on three components the physical wellness program (further cleanse their body after they have passed the medical detox stage including exercise and eating properly), individual and group therapy with life skills training and transitional program where they work outside in the community while residing at the center. She states there is a gap in services for families that are suffering from it. She states not just the residents will benefit from Transformations, but community members as well. She states they are looking at monthly family workshop training where individuals in the community who have just found out that a family member is an addict that is using substances can come to the training workshop to learn to deal with the traumatic information and become empowered and better equipped them to fight for their loved one.

Mr. Hanlon asks if the facility is required to be licensed.

Ms. Giboney asks the staff.

Mr. Hanlon states the facility, everything, does it all need to be...

Ms. Giboney answers no, right now, as she said in terms of the coding and stuff, they are going through the Chapter 34 review and have hired RTM Consultants to assist them through that process, but as far as any clinicians, they will be... She states she is a licensed Social Worker, but they will be doing some in-house therapy with those that have the credentials to do that.

Mr. Hanlon asks if they are an independent, private agency.

Ms. Giboney states yes.

Mr. Field asks if patients pose any threat at all to the community at large because the facility is surrounded by a housing development; that is a concern.

Ms. Giboney answers no. She states their residents will be staffed and supervised 24/7; it's a small amount of women...it's just 10 so they'll be supervised around the clock. She states they will have definite boundaries to where they are able to go and very strict rules, regulations, policies and procedures in place to prevent anything like that, any harm to themselves or to anyone else. She states something else that she thinks is really important is they'll have an alarm system at night so that nobody can leave or come into the building that's not supposed to be there. She states the goal also is to not really publicize the location and more kind of just try to keep it quiet for the safety of the women, and so it will really just appear as a residential home for somebody who is driving by; they're not going to have a sign outside that says Transformations. She states that's really for the protection of the people who are in their program.

Mr. Hanlon asks the individuals who are living there, are they within a legal process then (*inaudible*)...coming from the jail, so to speak.

Ms. Giboney answers so some of them could potentially be working with the court system, at that point, it would be something were they would come to a plea agreement that upon the completion of their program, that their charges would be either dropped completely or dropped from felonies to misdemeanors, so it's kind of whatever the courts...whatever the plea agreement looks like between that individual and the courts, but they ultimately have the final say so. She states they will do their own assessment and intake to make sure that they're appropriate for their program.

Mr. Hanlon asks if they are under any kind of detention.

Ms. Giboney answers no, not under house arrest, or anything like that, no.

Mr. DeJarnatt asks if they would be free to leave at any time they wanted.

Ms. Giboney answers no, they are not. She states they have a very strict schedule that they'll follow daily. She states she thinks that should be included in their packet as well. She states the only time they would go outside of the facility is to walk to the church.

Mr. Hanlon asks who's supervising them then if they're not under detention.

Ms. Giboney answers our staff members.

Mr. Hanlon asks if they'll have legal responsibility for them...for these people.

Ms. Giboney answers no they do not because it's voluntary. She states they enter the program on a volunteer basis, they are not forced.

Mr. DeJarnatt states ok, let me go back then, if it's a voluntary, he'll use the word, commitment...which isn't correct... but if it's voluntary then they should be able to leave at any time that they wish.

Ms. Giboney states so to come into their program is voluntary, but they cannot... that is with certain rules and they have to follow their policies and so...

Mr. Field states there's nothing preventing them from saying they don't like this *(inaudible)*...

Ms. Giboney states correct.

Mr. DeJarnatt states that's what he was getting to, thank you.

Ms. Giboney states she's sorry.

Mr. Hanlon states what they are trying to determine here is safety...the community, living in, working in...

Mr. Field states they are surrounded by housing developments.

Mr. Hanlon states yeah.

Ms. Giboney states their goal, if that situation were to arise and somebody were to not want to complete their program, then they would of course work with them to try to get them to stay and do an intervention...bring family in. She states but if someone were to choose to leave their program then they would have someone come and pick them up or make sure that they got to a location, not just let them walk out the door.

Mr. Hanlon states there's nothing they can do to keep them there if they wanted to leave.

Ms. Giboney states but they can apply restrictions on their policies and procedures per the resident handbook.

Mr. DeJarnatt states they understand the policies and procedures; they are more concerned and they go back to the safety of the surrounding community. He states... *(Inaudible)* ...success rate is not going to be high but it will be good. He states he is very supportive of what she is doing. He states his question is, is this the right location. He states... *(Inaudible)* ...has to be here, but the question is where should it be, is this the correct location. He asks how many bedrooms this house has.

Ms. Giboney answers it has three bedrooms and a full basement.

(Inaudible)

Ms. Giboney states no, so the, each of the bedrooms, well each of the smaller bedrooms will house three women and the master bedroom will house four women and then there's two full baths, a living room, a kitchen and a screened in porch and then a full basement. She states what they'll do is just complete the basement and make it a multi-purpose room for education, group therapy, art therapy and then there's also the laundry room, a storage unit and offices.

Mr. DeJarnatt asks if it is ADA accessible.

Ms. Giboney states no it is not.

Mr. DeJarnatt asks fire rated.

Ms. Giboney states she's sorry, fire rated.

Mr. DeJarnatt asks if it is fire rated.

Mr. Hanlon states that she is going to have to meet safety codes there, just basic safety codes.

Ms. Giboney answers right. She states that is why we're working with RTM Consultants for the Chapter 34 Review, just to make sure they are up to code on all those things.

Mr. Field states that he doesn't think that there is anyone here questioning what she is doing; it's very admirable.

Mr. Hanlon states he thinks they all feel she's going in the right direction.

Ms. Giboney states if she could just add something, she thinks in terms of location having those conversations ahead of time people were kind of saying people aren't going to want this in their backyards.

Mr. Hanlon states that's very common. He states he's glad she brought that up because they see that all the time. He states everyone thinks it's a great idea but not in their backyard type of thing. He states and he's not so sure this is not the right place for it but it sounds to him...

Mr. Burtner states he guess they need to see if there's anybody in the community that's come to speak against it too.

Ms. Giboney states she would just emphasize too that it's in their backyards right now... people using...

Mr. Burtner states these people are living in our community today, so...

Mr. Field states no argument.

Mr. Hanlon states yeah, there's no argument there...no question about that. He states they just want to make sure that if they approve this...they still have a process here. He states they open the floor to the public for anybody who's against this, so they still have to get to that. He states should they approve this and several months down the road there's an occurrence, something happens, somebody finds out that it's there and says wait a minute and raises holy heck about the whole thing, this could come back and bite them really, really badly. He states if they approved it and allowed it to take place...and that's their job, is to approve it.

Mr. Burtner asks how many are in the state like this. He asks if there are other facilities like this in Hamilton County.

Ms. Giboney answers no, there is nothing like this in Hamilton County.

Mr. Burtner asks what about the state.

Ms. Giboney answers in terms of the state, she only personally knows of two: Dove Recovery House which is in Indianapolis and they're a residential, more of a transitional home. She states it's not necessarily a treatment facility because they don't have a lot of programming and the women initially start out working right away, so it's a lot of people coming straight from jail or coming straight from prison. She states and the other would be Wheeler Missions Drug Rehabilitation Program in Indianapolis. She states so those are the only two that she's aware of in their state.

Mr. Burtner states they need a bunch of them.

Mr. Hanlon asks if she has a copy of the staff report.

Ms. Giboney answers no, she does not.

Mr. Murphy states they are typically emailed to the Applicant.

Mr. Hanlon states on page 3, after all the information is put together, there's a recommendation part and it's done by the staff and this has been recommended to approve and there's a list of items there they'd like for her to take a look at and see how they compare to what her thoughts are.

Ms. Giboney asks in terms of the follow findings of fact, the bullet pointed...

Mr. Field states well the specific conditions that staff would like us to attach to this should they approve it. He states there are two specific conditions listed on page three.

Mr. Hanlon states there are two sections.

Mr. Fields states there are two specific conditions listed on page three (*inaudible*):

1. The Applicant shall sign the Acknowledgement of Variance document prepared by the Planning and Development Department Staff within 60 days of this approval. Staff will then record this document against the property and a file stamped copy of such recorded document shall be available in the Department of Planning and Development.
2. Any alterations to the approved building plan or site plan, other than those required by the Board of Zoning Appeals (BZA), shall be submitted to the Planning and Development Department prior to the alterations being made, and if necessary, a BZA hearing shall be held to review such changes.

Ms. Giboney states no, she does not.

Mr. Hanlon asks where is she in the general scheme of things...she is in front of them this evening but where is she as far as her plans are concerned for putting this together...20%, 40%, 60, 80.

Ms. Giboney states they are 70%, maybe even more, we have...

Mr. Hanlon asks if they have a date they are shooting for.

Ms. Giboney answers March of 2017. She states so they have all their programming in place. She states basically the things left to do, are some of the rehab, mostly cosmetic, on the house and hire staff.

Mr. Hanlon asks if there are any more questions for; what is her name.

Ms. Giboney answers Lacey Giboney.

(*Inaudible*)

Mr. Hanlon asks her to have a seat.

Ms. Giboney states thank you, gentlemen.

Vice Chairman Hanlon opens the public hearing.

Ms. Cindy Vataugh, 325 Westminster Drive in Wellington North, Noblesville. Ms. Vataugh states as far as a security issue that she can tell that everyone is a little uptight about, she feels like the people who are going to be coming to this center are there because they want to be there, number one. She states they make the decision that they want to be there, granted there are definitely people who leave after that time, but she doesn't feel that they are going to be hanging out in the neighborhood causing any problem there. She states as Ms. Giboney said they would make sure that they would be going back to their home or going back to a place of their choosing, that they would provide transportation for them or have somebody come pick them up. She states and once detoxed, they are going to be there within the confines of the house trying to clear their heads and try to get back to a place of actually thinking clearly which a lot of these people haven't in a long, long time, especially if they've started using when they were young teenagers. She states she thinks this problem in Hamilton County has grown so fast and it's only been within the last couple of years that she thinks most people realize that these kids are walking down their street all the time. She states they need to do something about it. She states this facility is going to be helping the situation of getting some of the people off the street that are walking in their neighborhoods. She states this is the way she looks at it. She states anyway she just wanted to make that comment.

Mr. Hanlon states thank you. Vice Chairman Hanlon asks if there is anyone else.

Mr. Steve Cook, Deputy Mayor for the City of Noblesville, 16 S. 10th Street, Noblesville. Mr. Cook states he met Ms. Giboney shortly after he became Deputy Mayor. He states he heard a lot already after his first weeks on the job of this tremendous need to be able to serve this part of the community. He states he was impressed right away by her strategic plan and felt it was actually better than a lot of strategic plans that he sees for profit operation. He states that led him to introduce her to the Mayor, to have her chat with the Mayor, to chat with the Chief of Police, who have been completely supportive of this, so he doesn't feel like there are any public safety concerns. He states he feels like the Chief of Police would have brought those up. He states this is a temporary home for Transformations. He states they're looking to create a permanent home and this will allow them to get started in the community so that they can work toward a permanent home. He states and he just wanted to make the last point that the fact they're reiterating that these are voluntary residents who would be there. He states he feels, given that, he doesn't feel like there's a public safety concern that they need to be concerned about.

Mr. Hanlon asks if he would be willing to say that the City would be responsible then if there's any safety problems.

Mr. Murphy states that's not really the City's concern. He states he is not sure where he is going with that...the City doesn't really have legal jurisdictional responsibility for...

Mr. Hanlon states but if they approve it, they assume some responsibility here.

Mr. Murphy states they would certainly have to deal with the court of public opinion as to whether or not that was an appropriate decision but in terms of legal liability...

Mr. Hanlon asks if they have any legal responsibility.

Mr. Murphy answers they do not.

Mr. Cook states so as far as what they are here to talk about tonight, he does respect all the questions they are asking all the right questions, but as far as this being the right use variance, he supports the staff obviously that he thinks this is the right way to go; thank you.

Vice Chairman Hanlon asks if there are any more questions; seeing no one come forward, Vice Chairman Hanlon closes the public hearing.

Mr. Hanlon asks if anyone will make a motion.

Mr. Burtner states they need this in town guys.

Mr. DeJarnatt states no, that's a given.

Mr. Burtner states they got some of the major players in the community looking at this... the churches and that. He states they're not going out there running the road.

Mr. DeJarnatt asks is it the right location for it.

Mr. Burtner asks what is the right location.

Mr. DeJarnatt states he doesn't know, but that's what he's asking. He asks is it a location where they want to start at...looking...

Mr. Burtner states he's willing to say they've got to start and if this is where they got to start, they got to start. He states they're losing too many people.

Mr. Hanlon states he doesn't doubt that all their hearts are in the right place and they all agree on that. He states as Mr. Murphy has mentioned that as long as there is no legal recourse on them or the community, he's fine.

(Inaudible)

Mr. Murphy states he would like to point out food for thought, and he appreciates their sensitivity to that topic considering it's one of their statutory requirements that they have to determine whether or not it's appropriate for the character of the area, but Hamilton County operates a massive community corrections program on Cumberland Road with over a hundred program participants directly across the street from the Noblesville High School. He states they see them walking up and down comingling with students on Cumberland Road every day as they walk to their businesses on Mercantile Boulevard. He states they just have to make a decision at some point in time...

Mr. Hanlon states the sheriff is responsible for that though. He states they are responsible for the safety of the public.

Mr. Murphy states sure, in that complex. He states but once they are out on the roads, they have no more responsibility than anyone else because...

Mr. Burtner states they've had other programs like this, not necessarily the drug program, but there's other behavioral programs that people lived in facilities around town and this just happens to be heroin-addicted...through detox.

Mr. Hanlon states he is for them, he really, really is...as long as the City or this Board is not responsible for it, anything.

(Inaudible)

Motion by Mr. Burtner, second by Mr. Field to approve application BZNA 001007-2016 based upon the following findings of fact:

- The approval will not be injurious to the public health, safety, morals, and general welfare of the community;
- The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner;
- The need for the variance arises from some condition peculiar to the property involved;
- The strict application of the terms of the zoning ordinance will constitute an unnecessary hardship if applied to the property for which the variance is sought;
- The approval does not interfere substantially with the comprehensive plan adopted by the Noblesville Plan Commission and Council.

With the following specific conditions:

1. The Applicant shall sign the Acknowledgement of Variance document prepared by the Planning and Development Department Staff within 60 days of this approval. Staff will then record this document against the property and a file stamped copy of such recorded document shall be available in the Department of Planning and Development.
2. Any alterations to the approved building plan or site plan, other than those required by the Board of Zoning Appeals (BZA), shall be submitted to the Planning and Development Department prior to the alterations being made, and if necessary, a BZA hearing shall be held to review such changes.

AYE: Burtner, DeJarnatt, Field, Hanlon. The vote is 4-0. The Motion carries.

Mr. Field states don't let them down.

BZNA 001009-2016	Summerwood, LLC	Summer Road & Helenite Drive
UDO § 11.C.1.B.5 Variance of Development Standards application to permit the expansion of a driveway to thirty feet (30') in width on a lot that is less than eighty feet (80') in width.		

Ms. Alvarez states that this project is for the variance of development standards to permit a residential subdivision residential entry sign that exceeds the maximum permitted height of 6 feet and increase it to 12 feet. She apologizes for an error in the project description in the staff report.

Mr. Hanlon states they blame everything on Ms. Aschleman and not to worry about it.

Ms. Alvarez states the project is located on the east and west side of Summer Road at Helenite Drive approximately 1,300 feet south of the corner of Summer Road and East 166th Street. She states the subdivision consists of two sections, Flagstone Woods on the east side and Flagstone Ridge on the west side as shown on the Parcel Map. She states the Flagstone Subdivision consists of 66.7 acres with approximately 2,600 lineal feet of frontage on Summer Road. She states that a vinyl fence with stone columns approximately 5 feet in height will line the subdivision on both sides of Summer Road. She states that Subdivision ground entry signs on the east and west side of Summer Road at Helenite Drive. She states there is an existing 5 foot ground entry sign for Flagstone Woods which is on the east side of Summer Road as shown in the Site Photos, Exhibit 5. She states the Petitioner is requesting a variance of the development standards to increase the height of the ground sign to 12 feet. She states this height variance would allow the addition of a decorative cupola structure as shown in the Petitioner's Packet, Exhibit 6. She states per Unified Development Ordinance § 11.C.1.B.4, a single-family residential subdivision may install one (1) ground sign at each entrance to a recorded, platted residential subdivision up to 6 feet in height. She states the calculation of sign height per UDO § 11.B.2.B: "the vertical distance measured from the highest point of the sign to the finished grade of the ground immediately beneath the sign..." She states at this time, there is no provision in the UDO for decorative features associated with a ground sign, therefore the addition of the cupola structure to the entry sign would make the sign 12 feet tall, exceeding the maximum of 6 feet. She states the proposed addition of one cupola structure to one column of each of the two ground signs will make the ground signs a maximum of 12 feet in height and define the architectural style that distinguishes the neighborhood as unique and identifiable. She states Staff recommends approval based upon the findings of fact and subject to the conditions listed in the staff report. She asks if there are any questions for Staff.