



Planning & Zoning Commission
Wednesday, December 3, 2025 - 5:30 PM
MINUTES

1. Call to Order/Roll Call

Vice Chairman Ryan Green called to order the Planning and Zoning Commission meeting for Wednesday, December 3, 2025 at 6:34 p.m.

Present - Ryan Green, Kyle Cook, Mark Zolendziewski, Brian Hiebel

Absent - Steve Dyer

Staff present - Sean Staneart - City Manager, Craig Bohning - DRB, Teresa Monroe - Clerk of Council

Public present - Steve Altman, Mr. & Mrs. Charles Wilson

2. Public Comment on items not on the agenda

No comments

3. Approval of Minutes

a. November 12, 2025

ACTION: Kyle Cook moved to approve; Brian Hiebel seconded and all were in favor.

AYES: Ryan Green, Kyle Cook, Mark Zolendziewski, Brian Hiebel

NOES: None

ABSTAIN: None

Passed 4 - 0

4. TABLED - Application # 9-22-25 Conditional Use; 65 S. Main Street - Wall mural

Materials requested have not been provided to the board, application remains tabled.

5. Application # 11-12-25V Variance; 48 Benedict Dr. - Front Setback

a. Application & Staff Report

Sean Staneart reviewed the staff report provided, the applicant requests a variance to the required setback in order to build a porch across the front of the house. Mr. Staneart noted one error in the staff report and asked the board to disregard item one as it would make no sense to this review, but all else is consistent. Applicant Charles Wilson was present for the application. After discussion on the requirements, the subdivision and need for the variance, Mr. Staneart added that the staff report conclusion is to recommend approval.

Mr. Green opened the floor to any public comments, there were none.

ACTION: Ryan Green moved to approve as written; Kyle Cook seconded and the vote was as follows:

AYES: Ryan Green, Kyle Cook, Mark Zolendziewski, Brian Hiebel

NOES: None

ABSTAIN: None

Passed 4 - 0

6. Recommendation to Council on Application # 11-13-25 Zoning Map Amendment; 333 W. Coshocton St. - UR-1 to GCC-1

a. Application & Staff Report

Sean Staneart reviewed the staff report provided, staff recommendation is to approve the request to rezone this property from UR-1 to GCC-1 zoning designation, there are other properties in the area and last night council approved the rezoning of the old K-Ceps building, a very similar situation. Mr. Staneart pointed out that this does not absolve the property from compliance with other sections of GCC-1. Steve Altman with Key Properties Group, Keller Williams Greater Columbus was present on behalf of the applicant, Robert Denzine. Mr. Altman said this has been a commercial building its entire existence, the recommendation of the city has been to apply for the commercial designation change. He said they are not trying to change any use at this time, just clean up the zoning to allow the owner or any next owner to operate the building under the terms in which it was purchased in 2014, it has operated this way since 2008. Some further history on the property, processes and the GCC-1 zoning district were shared for newer commission member benefit. There were no further questions from the board regarding the rezoning request.

ACTION: Ryan Green moved to approve as written; Mark Zolendziewski seconded and the vote was as follows:
AYES: Ryan Green, Kyle Cook, Mark Zolendziewski, Brian Hiebel
NOES: None
ABSTAIN: None

Passed 4 - 0

Mr. Staneart said this is a recommendation to Council, this will go before them for two readings, likely January 6th and 20th.

7. Other Business

1. Further general discussion on GCC-1
2. It was noted that Ryan, Steve and Kyle's zoning terms were up at the end of the year.
3. Mr. Green said criteria (fence) for an HOP they approved has not been done yet. Also, criteria for a lot split and easement recording had not been done. Mr. Staneart said he would check the notes on the HOP conditions and agreed that the easement needed to be recorded for the other.

8. Adjourn

ACTION: Ryan Green moved to adjourn; Kyle Cook seconded and all were in favor.
AYES: Ryan Green, Kyle Cook, Mark Zolendziewski, Brian Hiebel
NOES: None
ABSTAIN: None

Passed 4 - 0

The meeting adjourned at 6:05 pm.