Planning & Zoning Commission
Tuesday, May 25, 2021 - 6:30 PM
MINUTES

1. Call to Order

   Chairman Ryan Green called to order the Planning and Zoning Commission meeting for May 25, 2021 at 6:31 p.m.

2. Roll Call

   Present - Chairman Ryan Green, Jesse Coppel, Benjamin Lee, Jon Merriman
   Absent - Ron Danne

   Staff present - Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Abe Haroon - Chief of Police, Teresa Monroe - Clerk of Council

   Public present - James Estep, Bonnie Estep, John Luke, Mary Queen Cool, Ben Vause, Kim Littleton

3. Pledge of Allegiance

4. Public Comment

   (1) James Estep - Leafy Dell Condos.
   Said he came to emphasize three points regarding the new apartment complex plan for Leafy Dell; said they live in the existing condos and will be the closest to the apartment construction.

   - Concern for the safety of their access road, said there are 180 parking spots in the apartment complex and their existing access appears to be primary for entrance and exit from the complex; said they plan to stop that as they do not intend for their road to be used for apartment access; concern for safety because of the traffic.
   - Concerned about visual appropriateness of the apartments, they are being built in a manner that puts the back side of the buildings closest to their street and condos such that they would look immediately across the street to the backside of a megalithic apartment building.
   - Understands they own the property and have the right to build as they see fit but if it is in the power of the zoning board or city, they would like to get maximum setback from the access roadway, and possibly a noise abatement fence since the apartments will have industrial size air conditioners along the back which is what they will see. They understand the zoning is done and the apartments will be there, they are just trying to get the best deal they can arrange from this point on.

   (2) Mary Queen Cool - Leafy Dell Condo owner

Said she had some questions she would like to ask.

- Asked if zoning required a 25 foot setback from their property line for the front and back of the apartments if they are approved; said zoning requirements say 25 foot setback for the front and the back and a combined setback of 25 foot on the sides. Mr. Blair said if it says 25 foot then that is what it would be. Ms. Cool asked where it would start; Mr. Blaire said from the foundation.
- Asked if the village ever gives a variance for green space, the amount of space used for parking, the amount of space used for actual buildings or any variations from what the zoning regulations say. Mr. Blair said variance applications would be considered. Ms. Cool asked if they could ask for no green space; Ms. Klimchak said they could ask for it and it would go to Planning and Zoning and go through the procedure; Mr. Coppel said there would not be a good chance of that passing. Chairman Green said there would be wider debate on this as applications are made.
- Asked if they have applied for any permits or submitted anything to zoning yet; Mr. Blair said no. Ms. Klimchak said they have sent a preliminary plan which is the same as what the condo association has but they have not formally submitted anything to zoning. Ms. Cool asked if when something is submitted to zoning, would it be made available to them; Ms. Klimchak said yes it is all public record. Asked if there was a way to know something has been submitted; Mr. Blair said the property is already zoned so the first step would be a Certificate of Appropriateness. Mr. Lee said variances have been granted previously for parking but for him personally he promotes green space every chance he gets, referenced the Western Licking County Accord and said he believes that with any development green space needs to be part of the conversation and with that comes review of the structure, where it is located, where it is situated relative to its surroundings; so in terms of a variance for green space, there would be a lot of scrutiny.
- Asked if the County was involved when it comes to apartment buildings; Ms. Klimchak said the County is involved in all building permits for any use.
- Said the introductory plan shows quite a few of the buildings are sitting on easements and is there a chance they will be moved; Mr. Blair said he doesn't see that unless recommended by engineer.

Planner Bailey Klimchak reminded that the preliminary plan has not gone through engineering or surveying. Chairman Green and Jesse Coppell indicated they had not even seen the plan yet; Mr. Coppell said they cannot comment on it as they haven't seen it. Chairman Green said they will do as much as they can, green space and rural character are important to them, they will take a look at it as it unfolds.

- Ms. Cool added they would like the complex to install fencing; but if they had to apply for a permit how long it would be good for because wood is so expensive right now; Mr. Blair said one year but could consider extension. Ms. Cool was directed to the village website for Fence Ordinance Chapter 1185 and

requirements.

5. Approval of Minutes
   a. April 13, 2021
   b. April 27, 2021
   c. May 6, 2021 Special meeting
   d. May 11, 2021

ACTION: Benjamin Lee moved to Approve en bloc; Ryan Green seconded and all were in favor.
AYES: Ryan Green, Jesse Coppel, Benjamin Lee, Jon Merriman
NOES: None
ABSTAIN: None

Passed 4 – 0

6. Application 2021-214-Z
   a. Zoning Map Amendment

Village Planner Bailey Klimchak said this an application for a parcel consisting of about two and a half acres located on US 62, currently zoned as Light Manufacturing, applicant is requesting that it be rezoned for General Community Commercial Two (GCC-2). The applicant has interest in opening a commercial retail store located on the property and this rezoning would allow them to do that. The Future Land Use Map identifies this parcel as Commercial so a map amendment would coincide with the future plans of the area. Currently the parcel is not being utilized and has no structures on it so it would not change any existing use. Staff recommendation is approval because it will generate some economic development in the village.

Ben Vause was present virtually on behalf of the property owners to answer any questions of the Commission.

Ben Lee said his biggest thing was noted on the plat which was the 0.7 acre access easement listed that allows access and utilities to be run to parcels immediately behind and then thereafter where some of the larger storage is, also to ensure 915, 923 and 919 W. Coshocton parcels are not landlocked; so as long as that access easement is recorded in such a way that it does not prohibit access to any of those parcels, that was his biggest question.

Mr. Lee referenced the Criteria for Review; asked if the plan was to use the current curb cut as is for ingress and egress for the building; Mr. Vauss said

yes, that their space planning works within the current curb cut and within the current easement restrictions, they do not plan to do anything with the easement at this time. Mr. Lee asked if there would be any issue allowing cross parcel access to the properties behind; Mr. Vauss said not in their mind at all, they could certainly document that if required. Mr. Lee said that would be his only suggestion, to make sure there aren't any restrictions to any of those parcels and no potential for them to be landlocked in any capacity.

Mr. Lee asked if the plan was to pave the access easement; Mr. Vause said paved to the point they need it, gravel for most of the area trying to limit pavement and concrete in general. With regard to shared driveways, Mr. Lee asked if there was any plan to have a written agreement with respect to co-maintenance of that space with the other property owners; Mr. Vause said he had not had that conversation but can bring it up with ownership.

Mr. Lee said for him otherwise the other criteria matches to move this forward; the only condition he would have would be to have the maintenance of that piece clearly defined to ensure the access easement maintains access to all four parcels. Jesse Coppell asked if there were current easements recorded for the properties; Jim Blair said yes. Chairman Green said the maintenance is not always recorded; Mr. Blair said John Neibarger said it was; discussion on verification that it was recorded; Mr. Blair confirmed it was listed in the survey.

Public Hearing: There were no comments from the public.

ACTION:	Ryan Green moved to Approve as written, with no condition; Jesse Coppel seconded and the vote was as follows:
AYES:	Ryan Green, Jesse Coppel, Jon Merriman, Ben Lee
NOES:	None
ABSTAIN:	None

Passed 4 - 0

Mr. Lee asked if staff knew what next steps would be after completion of this building for Ace; and the old Shull's Hardware location. Mr. Blair said he did not, that would be up to the family.

It was noted that the Horseshoe building has been leased and will be reopening, intention is to have a sports bar on the second floor and family dining on the first.

7. Design Standards
   a. Draft Document - begin page 77

Commissioners resumed review of the Design Standards draft document with bicycle parking on page 77. Discussions on lighting, open and usable space and streetscapes; Commissioners worked to make edits through page 85completing review of the standards. Discussion on Design Review Board and adoption process of the document as well as Codified Ordinances Chapter 1187, Design Review Administration and Regulations. Kim Littleton to update the draft and prepare a final document for review by Commissioners in two weeks; Ms. Klimchak asked for removal of the Design Review Board section and send to her as a separate document so she can then put it in the zoning ordinances.

Ben Lee said he enjoyed the visuals with respect to the signage and would like to incorporate that visual piece when they go through the zoning document; discussion to go to Finance Committee.

Further discussion on timeline for passage and Commission members being present for debate by Council to provide context.

8. Other Business: No further business.

9. Adjourn

ACTION:	Ben Lee moved to Adjourn; Ryan Green seconded and all were in favor.
AYES:	Ryan Green, Jesse Coppel, Ben Lee, Jon Merriman
NOES:	None
ABSTAIN:	None

Passed 4 - 0

Meeting adjourned at 8:35 pm.