

CENTERVILLE PLANNING COMMISSION
Regular Meeting Minutes
J. V. Stone Council Chambers, 100 W. Spring Valley Road
Tuesday, June 29, 2021

At 7:00 p.m., Mr. Clark called the meeting to order and led the Pledge of Allegiance.

ATTENDANCE

Members Present: Paul Clark, Amy Korenyi-Both, Jim Durham, Bill Etson, and Robert Muzechuk.

Also present were City Planner Mark Yandrick, Municipal Attorney Scott Liberman, Development Director Michael Norton-Smith, Assistant City Planner Joey O'Brien, Councilmember John Palcher, Planning Intern Max Lambert, Economic Development Intern Kileigh Lade, and Assistant Clerk of Council Donna Fiori.

EXCUSE ABSENT MEMBERS

MOTION: Mr. Durham made a motion to excuse Don Stewart from the meeting; seconded by Mr. Etson. The motion passed 5-0.

APPROVAL OF MINUTES

Minutes of the Planning Commission work session meeting and regular meeting on June 8, 2021 had been distributed prior to this meeting.

MOTION: Ms. Korenyi-Both made a motion to approve the June 8, 2021 Planning Commission work session minutes and regular meeting minutes as distributed; seconded by Mr. Muzechuk. The motion passed 5-0.

Mr. Clark rearranged the published agenda to review new business first, delaying the Public Hearing until later in the meeting.

NEW BUSINESS

**P-2021-0020 – Record Plat
Jon Wesley, on behalf of Centerville City Schools
716 E. Franklin St.**

Mr. Yandrick provided a PowerPoint presentation detailing the property description, application summary, staff analysis, standards of approval, and staff recommendation. The applicant requested a replat of 716 E. Franklin St. into two lots consisting of 5.0 Acres to be sold to Washington Township for future development of Fire Station 41 with access to E. Franklin St. and 61.3 Acres for Centerville City Schools to retain ownership. Staff recommended approval without conditions.

Mr. Clark asked if the applicant or anyone from the public wanted to comment. Seeing none and there being no questions or comments from Commission Mr. Clark asked for a motion.

MOTION: Mr. Durham made a motion to recommend approval of record plan application P-2021-0020 without conditions, to the City Council; Mr. Muzechuk seconded the motion. The motion passed 5-0.

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PUBLIC HEARINGS

P-2021-0017 – UDO Text Amendments City Initiated – Mark Yandrick 100 W. Spring Valley Rd.

Mr. Yandrick provided a PowerPoint presentation outlining four items proposed for amendments to the Unified Development Ordinance (UDO) which included self-storage facility regulations, creation of an Office Flex Overlay District, landscape screening around utility boxes, and the addition and removal of definitions. Mr. Yandrick explained a moratorium on Self-Storage Facilities is in place until January 11, 2021 which allowed staff time to evaluate and compare to other jurisdictions current conditions and propose amendments.

Staff proposed the following regulations related to self-storage facilities.

1. Self-Storage facilities may only operate in 8% of acreage of the total acres of the zoning district.
2. A Self-Storage Facility would be limited to properties up to three (3) acres.
3. A new Self-Storage Facility may not be located within 1000' of another Self-Storage Facility property.
4. Outdoor Storage Prohibited: All goods and property stored in a Self-Storage Facility shall be stored in an enclosed building. No outdoor storage of boats, RVs, vehicles, etc., or storage in outdoor storage pods or shipping containers is permitted. With this proposal, the indoor storage of boats, RVs and vehicles are still permitted. Additionally, there is one grandfathered property at 948 E. Franklin St. that may continue but not expand the outdoor storage of boats, RVs and vehicles.
5. Fences and walls including entry gates shall be constructed of high-quality materials and shall be compatible with the design and materials of the building(s) and site, as approved by the Planning Commission. Decorative metal or wrought iron fences are a preferred material. The fence or wall shall be compatible with the design and materials of the building(s). Planning Commission may approve a different material not listed here on a case-by-case basis as part a Major Site Plan or by amendment if it aligns with the architecture and design of the site. Chain-link (or similar) fences, barbed or razor wire fences, or walls made of precast concrete blocks are prohibited.
6. All Self-Storage Facilities must have security installed. Examples include but are not limited to property fencing, lighting, motion sensors, key pads, and access control hardware, security cameras, video monitors, gate and digital gate operator, unit alarms and electronic doors.

Staff evaluated the effects to aesthetics, land use, and security to the community in establishing the proposed self-storage facility regulations as well as feedback from the Planning Commission work session.

Staff proposed to create an Office Flex Overlay District in the O-PD zoning district. The overlay district may not be located within 250' of a single-family residential-zoned property (R-1a, R-1b, R-1c, R-1d, R-1e). This proposal would amend Article 7.01, Article 9.07 and Article 11.02 of the UDO. The proposal would make the following land uses Conditional Uses in the Office-Flex Overlay District:

Artisan/Craft Product Workshop
Light Manufacturing
Warehouses and Distribution

The conditional use designation would allow Planning Commission and City Council to evaluate on a case-by-case basis the land use requests based on the size, scale, and impact to protect surrounding land uses, including residential neighborhoods. Staff asserted the proposed amendment would provide

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additional flexibility for the best use of properties and buildings and to the long-term viability of the office neighborhood while mitigating impacts to neighboring properties.

Staff proposed the following amendment to Article 9.25 of the UDO:

- Screening of Utility Cabinets - All ground mounted electrical and utility-related connection and service boxes shall be effectively screened with shrubbery or other forms of plant material to a minimum of fifty percent (50%) opacity at the time of planting. The shrubbery or other forms of plant material shall be maintained or replaced by the utility company, if necessary.

Mr. Yandrick stated this regulation would help to screen utility cabinets and clean up these structures from view in the public right-of-way and adjacent properties.

Staff proposed establishing the following definitions in Section 11.02 of the UDO for proper Land Use clarification:

- Self-Storage Facility - A building or group of buildings consisting of individual, self-contained units leased to individuals, organizations, or businesses for self-service storage of personal property.
- Warehouse - A use engaged in storage, wholesale, and distribution of manufactured products, supplies, and equipment, excluding bulk storage of materials that are inflammable or explosive or that presents hazards or conditions commonly recognized as offensive.
- Wholesaling and Distribution - An establishment or place of business primarily engaged in selling and / or distributing merchandise to retailers; to industrial, commercial, institutional, or professional business users, or to other wholesalers.

Staff proposed removing the following designation:

- Warehouses and Mini-Warehouses, which overlaps other definitions.

Commission and staff discussed the screening of utility boxes regarding the percentage of coverage, placement of plantings, and prior enforcement of screening. Mr. Yandrick indicated the 50% would allow for plants to grow, access, and utilities. Commission expressed the desire for language in the code that would allow for staff approval of utility box screening to ensure it is effective and enforceable.

Mr. Clark opened the public hearing and seeing no speakers, closed it.

MOTION: Mr. Durham made a motion to recommend approval of application P-2021-0017 with the condition that the regulation of landscaping of utility boxes shall be redrafted by the Municipal Attorney consistent with comments made from Planning Commission, to the City Council. Ms. Korenyi-Both seconded the motion. The motion passed 5-0.

P-2021-0018 – Rezoning/UDO Map Amendment
City Initiated – Mark Yandrick
100 W. Spring Valley Rd.

Mr. Yandrick presented the staff report with a PowerPoint presentation of the rezoning request, proposal, staff analysis, and standards of approval. The request is a zoning map amendment to rezone 26 parcels of land located at Centerville Business Parkway, Clyo Road, and Acro Court from O-PD, Office Planned Development classification, to O-PD, Office Planned Development classification with OF, Office Flex Overlay District classification. The proposal changes the following land uses to Conditional Uses within Office-Flex Overlay District that are currently Not Permitted in the O-PD base zoning district:

- Artisan/Craft Product Workshop
- Light Manufacturing
- Warehouses and Distribution

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Mr. Yandrick indicated the proposal would allow flexibility for properties and buildings within the proposed overlay district strengthening the long-term viability of the office neighborhood and the City's tax base. Staff established the proposed rezoning based on impacts to the surrounding area, feedback from real estate representatives, and the Planning Commission work session.

Mr. Yandrick advised staff recommends approval to City Council with the following one condition:

1. This rezoning is contingent on the Office Flex Overlay District being adopted in accordance with application P-2021-0017.

Commission and staff discussed the rationale for the selection of the properties for rezoning.

Mr. Clark opened the public hearing and seeing no speakers, closed it.

MOTION: Mr. Etson made a motion to recommend approval of application P-2021-0018 with the one condition recommended by staff, to the City Council. Ms. Korenyi-Both seconded the motion. The motion passed 5-0.

OLD BUSINESS - None

COMMUNICATIONS

Mr. Yandrick provided an update on the Boards & Commissions Mission and Objectives discussion and the Cornerstone Park project.

Mr. Clark raised a discussion with Commission and staff regarding sign ordinance restraints as they relate to Uptown and future growth. Mr. Clark asserted a review of the sign ordinance may be in order as it relates to the Uptown action plan.

Mr. Yandrick provided updates on record plats for Speedway and projects in the Architectural Preservation District including Whit's Custard, Beckel's Humidor & Aficionado, and the Centerpieces Mural Program.

The next meeting of Planning Commission is scheduled to take place on July 27, 2021, at 7:00 p.m.

ADJOURNMENT

Seeing no further business, Mr. Clark adjourned the meeting at 8:07 p.m.

Submitted By: Donna Fiori

T. C. Clark
Approved – Vice-Chairperson

7/28/2021
Date