

PLANNING COMMISSION
Regular Meeting
Council Chambers
100 W. Spring Valley Road
Tuesday, October 24, 2017

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

ATTENDANCE

Present: Paul Clark, Amy Korenyi-Both, Jim Durham, Bill Etson, Robert Muzechuk, Don Stewart and Kevin Von Handorf. Also present were City Planner Andrew Rodney, Municipal Attorney Scott Liberman and Assistant Clerk of Council Julie Weaver.

APPROVAL OF MINUTES

No additions or corrections were noted for the minutes of the Planning Commission meeting of September 26, 2017.

MOTION: Ms. Korenyi-Both made a motion for approval of the minutes of the Planning Commission meeting of September 26, 2017, as distributed. Mr. Muzechuk seconded the motion. The motion passed 5-0-2, with Mr. Durham and Mr. Etson abstaining.

READING OF THE OPENING STATEMENT

Mr. Clark read the opening statement and rearranged the published agenda to review the Major Site Plan application first, delaying comments on the annual revision of the Unified Development Ordinance until later in the meeting.

NEW BUSINESS

Application P-2017-0032: Record Plat for Cornerstone North, Section 7-A
Application P-2017-0033: Record Plat for Cornerstone North, Section 7-B

In order to divide the northern quadrant of Cornerstone North for development, Mr. Robert Hall of Cornerstone Developers submitted 2 separate record plats—one for the northwest corner and the other for the central and eastern portions. However, the construction documents required for the public improvements prior to the plat approvals were not complete as of this meeting date. Therefore, staff recommended the two applications be tabled to the November meeting. The developer concurred with staff's determination.

MOTION: Mr. Durham made a motion to table Applications P-2107-0032 and P-2017-0033 to the next meeting of Planning Commission on November 28, 2017. Ms. Korenyi-Both seconded the motion. The motion to table the record plans for Section 7-A and 7-B passed 7-0.

Application P-2017-0034: Major Site Plan for Construction of a Storage Area
Applicant: Gayle Wright of Don Wright Realty

Mr. Rodney gave the staff report for Gayle Wright's application for approval of a new 1500 sq. ft. equipment storage area at 101 E. Alex-Bell Rd, Suite 140B, behind Marshall's. The City Planner used an aerial view and photos to describe the current conditions at the site. The plan for the storage unit included an overhead door and a standard door to the outside, but no access to the main building. The exterior of the new block walls will be painted to match the existing north walls. A 30' wide roadway strip remained along the frontage adjoining the Allure Apartments. Overall, the change should have little impact. Mr. Rodney stated the Standards of Approval could be met and recommended approval of the application without conditions.

When Mr. Clark asked if lighting would be needed. Mr. Rodney stated a light may be required at the pedestrian door into the unit.

When Mr. Clark opened the meeting for public comment, Mrs. Gayle Wright of Don Wright Realty, residing at 2420 E. Centerville Station Road, thanked staff for cooperation in finding solutions to problems encountered during the review process. Moving the groundskeeping equipment to the storage area will allow rental of an additional business space in the shopping center.

MOTION: Mr. Von Handorf made a motion to approve Application P-2017-0034, as submitted. Mr. Muzechuk seconded the motion. The motion passed 7-0.

PUBLIC HEARING

Unified Development Ordinance Annual Updates

Mr. Rodney invited comments from Planning Commission as he explained the more substantive changes for the annual clean-up as shown on the memo/chart he distributed. Because there were a significant number of items, Mr. Rodney had divided the omnibus ordinance into four parts.

In 5.06(D) Public Hearings and Notice, Mr. Rodney suggested removing newspaper advertising requirements for general cases where advertising was not required by the Charter. He felt costly notices in the newspaper were less effective than in the past because of the decline in newspaper readership. Mailings to the neighbors, notices on electronic media and postings around town would continue. Mr. Durham agreed that legal notices were ineffective and suggested using a standard, double-sided, reuseable sign on the property to advertise "pending zoning action" or "pending land use action" along with the web address, so interested individuals could obtain information readily. When Mr. Rodney stated requiring such signage could be considered next year, Mr. Liberman stated it would be possible to do a sign as a voluntary action without legislation, but that it should be done consistently. Mr. Durham encouraged Mr. Rodney to include the requirement of posting a sign with the current updates.

With 5.09(B) Development Review, Categories and Criteria, the City Planner requested clarification of his role in determining whether an Accessory Use or Accessory Building should be considered a Major Accessory Use or a Minor Accessory Use.

For 5.09 (G) (1) (a) in Standards for Approval, Mr. Rodney stated his opinion that reference should be made to the Comprehensive Land Use Plan, land use studies, and other Council adopted plans in the evaluation of Preliminary and Final Development Plans. He requested the addition of a Standard of Approval for both Preliminary and Final Development Plans stating this standard. Mr. Durham verified that the intent was to take the adopted plans into consideration, but allow that a development plan that did not comply with a policy document could be approved as long as the reasons were stated and sufficient. When Mr. Liberman and Mr. Durham voiced concern about language “mandating” compliance with a dated comprehensive plan or stifling development because of an adopted land use study, the group discussed appropriate wording. Verbs suggested by the group included *considers*, *discusses*, *addresses*, *takes into account*, and *consults*. Mr. Liberman stated parallelism was appropriate for the verbiage of the Standards of Approval for both Preliminary and Final Development Plans; the language could be the same. Mr. Durham felt *meets* and *sufficiently addresses the goals* had mandatory implications, while everyone, and especially Council, would want to build in flexibility. Mr. Liberman proposed possibly using *addresses or considers the goals of the plans adopted by the City*, removing sufficiently. In any case, Mr. Rodney agreed with Mr. Durham that a different vision from that of an approved land use study should have the potential to be approved by the City. Planning Commission moved on after giving Mr. Liberman and Mr. Rodney the task of finding appropriate language for the intent discussed.

In reference to 5.11 (I) Development Review: Procedure, Mr. Rodney pointed out that the UDO did not have a process in place for changing a street name when the request came to the Planning Department to rename Bethany Commons Trail to Yankee Commons Trail. The additions to this section would ratify and memorialize the process used.

The revision of 5.13(A) Development Review Submittal Requirements would allow the City to recoup costs associated with special reports by outside consultants required for the proper review of submissions. Mr. Stewart asked for an explanation of *at the full discretion of the City*. Mr. Rodney stated that the department would need flexibility, depending upon the circumstances, to charge an entire cost, a portion of the cost, or none. He gave the examples of waiving a small fee.

9.05 Base Zoning Districts; Table 9.0, This chart covers Maximum Gross Floor Area. The update would eliminate the reference to maximum area of buildings in the APD because a significant number of larger buildings currently are not in compliance. The chart would increase the Maximum Gross Floor Area in O-S and B-1 districts by 2,500 sq. ft. and update the footnotes to allow up to 15,000 sq. ft. of Gross Floor Area under certain conditions.

In congruity with a decision of the Planning Commission, 9.29 (C)(2)(c)(ii) would allow the use of grass pavers to access vehicle parking areas in the side and rear yard for single-family, two-family and townhouse dwellings. Parking would be prohibited on the pavers. The update would improve aesthetics and allow more stormwater permeability than concrete driveways.

The update to 9.39(C)(8) would add *finished metal* to the list of acceptable siding materials for residential accessory structures of 200 sq. ft. or less. Materials have improved over time; metal siding is often more durable and maintenance-free than wood.

In 9.39(L), Outdoor Display or Storage of Materials, Goods, Supplies, or Equipment, the UDO does not have regulations related to outdoor storage, but businesses such as Kroger and Cabelas

store materials outdoors. Reflecting the current principles used by zoning enforcement, the update would add basic guidelines.

Mr. Rodney explained a number of changes requested for Sign Standards. One revision would simplify how illumination of an Electronic Message Center is measured, reflecting current industry practice. Another would allow full color background graphics on Electronic Message Centers to reduce the need for temporary signs. Updates for sign standards in the APD included removing the references to the color chart and allowing a choice between a wall sign and a projecting sign as a partner to a ground sign. Staff hoped the changes would be seen as business-friendly. Planning Commission was supportive of these changes.

For 9.53(A)(1)(k)(i), Planning Commission was not in favor of allowing placement of dumpsters in the front yard to be determined as part of the approval of a major site plan, and preferred retaining a hearing for a variance. The members felt the standards of approval were less stringent for a major site plan and dumpsters in the front yard should be discouraged. After Mr. Durham and Mr. Etson spoke against the change, Planning Commission concurred the City Planner should strike this revision from the suggested changes to the UDO.

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

MOTION: Mr. Durham made a motion to recommend approval of the revisions of the UDO to City Council with the following three (3) conditions:

1. The City Planner and the Municipal Attorney shall edit the proposals referencing the Comprehensive Plan and other adopted plans in the review of Preliminary Development Plans and Final Development Plans, per the discussion of the item.
2. The City Planner shall remove the revision of Section 9.53(A)(1)(k)(i) from the proposed clean-up ordinance.
3. The City Planner and the Municipal Attorney shall confer to correct grammar and make minor non-substantive edits to the proposed ordinances.

Ms. Korenyi-Both seconded the motion. The motion passed 7-0.

OLD BUSINESS

2018 Planning Commission Submittal Calendar

At the previous meeting, Mr. Clark had asked to wait for the vote on the 2018 submittal calendar to allow time for comments from Mr. Durham and Mr. Etson, who were absent on September 26.

MOTION: Ms. Korenyi-Both made a motion to remove the submittal calendar from the table. Mr. Von Handorf seconded the motion. The motion passed 7-0.

Mr. Rodney explained the submittal calendar contained dates for turning in various types of applications as well as dates for Planning Commission meetings. Exceptions to the general schedule of Planning Commission on the last Tuesday of the month will occur in May and

December. Unless otherwise announced, all meetings in 2018 will begin at 7:00 p.m. in City Council Chambers, 100 W. Spring Valley Road, Centerville, OH 45458.

<u>PDP/FDP Application Deadline</u> (Due at Noon)	<u>All Other Applications Deadline</u> (Due at Noon)	<u>Planning Commission Meeting Date</u> (Held on Last Tuesday of Month except May & Dec.)
Tuesday, December 12, 2017	Thursday, January 4, 2018	Tuesday, January 30, 2018
Tuesday, January 16, 2018	Thursday, February 1, 2018	Tuesday, February 27, 2018
Tuesday, February 13, 2018	Thursday, March 1, 2018	Tuesday, March 27, 2018
Tuesday, March 13, 2018	Thursday, March 29, 2018	Tuesday, April 24, 2018
Tuesday, April 10, 2018	Thursday, April 26, 2018	Tuesday, May 22, 2018
Tuesday, May 15, 2018	Thursday, May 31, 2018	Tuesday, June 26, 2018
Tuesday, June 19, 2018	Thursday, July 5, 2018	Tuesday, July 31, 2018
Tuesday, July 17, 2018	Thursday, August 2, 2018	Tuesday, August 28, 2018
Tuesday, August 14, 2018	Thursday, August 30, 2018	Tuesday, September 25, 2018
Tuesday, September 18, 2018	Thursday, October 4, 2018	Tuesday, October 30, 2018
Tuesday, October 16, 2018	Thursday, November 1, 2018	Tuesday, November 27, 2018
Tuesday, November 6, 2018	Thursday, November 15, 2018	Tuesday, December 18, 2018
Tuesday, December 18, 2018	Thursday, January 3, 2019	Tuesday, January 29, 2019

Memorial Day is Monday, May 28, 2018 and Christmas is Tuesday, December 25, 2018.

Mr. Clark asked for comments or concerns, and, hearing none, he asked for a motion.

MOTION: Ms. Korenyi-Both made a motion for approval of the 2018 Planning Commission Submittal Calendar, as distributed. Mr. Muzechuk seconded the motion. The motion passed 7-0.

COMMUNICATIONS

Before listing some agenda items for the coming months, Mr. Rodney congratulated Mr. Muzechuk on his reappointment to the Planning Commission and thanked him for continuing to serve. He then reported the November meeting of Planning Commission might include the review of the two Cornerstone plats, the Savannah Place plat, the Gateway Lofts Final Development Plan, a variance for building setback at the Lofts project, and the rezoning of the Far Hills Community Church property on Clio Road. In December, the agenda might have a major site plan for StoryPoint in Cornerstone North. The City Planner shared that the major site plan for the park at Cornerstone may be ready sometime in early 2018.

In other items, Mr. Rodney encouraged members to attend the Planning and Zoning Workshop at the Ponitz Center at Sinclair on December 1 and noted Council had met to discuss strategic planning goals. One of the top priorities was an update of the City’s Comprehensive Plan.

Seeing no further business, Mr. Clark adjourned the meeting about 8:40 p.m. The next meeting of the Centerville Planning Commission will be in the Council Chambers at 7:00 p.m. on November 28, 2017.


 Paul Clark, Chair