



## **PLANNING COMMISSION MINUTES**

**June 15, 2022 at 6:30 PM in Council Chambers**

### **CALL TO ORDER**

ROLL CALL – Mr. Adler called the meeting to order at 6:32pm.

Present – Adler, Carney, Harriman

Absent – Jaskiewicz, Swank

### **APPROVAL OF MINUTES**

Mr. Adler tabled the approval of minutes due to lack of attendees at the current meeting that were present at the previous Commission meeting.

### **COMMUNICATION**

Zoning (Ms. Brill)

She updated the commission on the consultant beginning work on the Uptown Master Plan as well as the status of the Village branding. Ms. Brill also stated that they are hoping to have the next meeting for the Uptown Master Plan steering committee in July. She finished by updating the commission on staffing changes which consisted of Mr. Dreier's hiring and start date.

BZA (Mr. Jaskiewicz)

No meeting.

Mayor Carney

Mayor Carney updated the commission on the completion of the Village Administrator search which resulted in the hiring of Ms. Haley Lupton. She also stated that she has been working on community outreach and bringing in new businesses to the Village. Additionally, Mayor Carney informed the commission about the status of Safety Town.

### **NEW BUSINESS**

MS-22-1: Major Site Plan; 305 W Main St (Plain City Library); Applicant: WSA Studio

Aleah Springer, representative of the applicant WSA Studio, introduced herself and explained the overall nature of the major site plan. She explained that the application is for an addition to the Plain City Library that would consist of a drive through book drop window, community room, and extended workshops. She stated that the site plan includes paving the one-way alley located between the library and the property next to it, 321 W Main St. She stated that the

paved alley would have new curb cuts and an established crosswalk. Additionally, she explained that they have a COA from the DRB for the exterior aspects of the addition and understands that they must receive a variance approval from BZA due to the first-floor area size.

Mr. Adler stated the he would like to see coordination between the Plain City Library and the property owner for the alley and having it paved. Mr. Van Tillburg stated that he views the best solution to that is instituting a shared use agreement for the alley. Mr. Adler also stated that he would like to see moves made to ensure that the gravel makerspace area is not used for parking.

Mr. Harriman inquired about the utility pole and its location in terms of the current location versus proposed site plans. Ms. Springer stated that the site plans call for moving the utility pole slightly to allow for the new curb cuts and crosswalk to be installed.

Mayor Carney asked if the new book drop would be replacing the current book drop off located in the rear of the building. The applicant stated that it would be in addition to the current drop off location. Mr. Harriman asked the applicant if the new drop off would serve as a pick-up location as well. The applicant stated that they are working on a plan to have the addition staffed and would have the new drop off location serve as a pickup location during operating hours.

Mr. Adler made a motion to approve the preliminary site plan, MS-22-1, pending resolution of the following conditions. Mayor Carney seconded. All yeas.

1. The applicant receives approval of a variance for the building size;
2. The applicant coordinates with the adjacent property owner and Village on the new drive-lane and curb cut specifications, prior to the approval of a zoning permit.

## **OTHER BUSINESS**

Planning Commission Consideration for adding Professional Office as a permitted use in the RU Rural District and setting a public hearing for July 20, 2022

Ms. Brill updated the commission on the background for this request. The request is in regards to the property located at 8620 SR 161 Plain City, OH 43064. Mayor Carney added that she has been fielding calls from local ranchers and farmers with similar requests. Mayor Carney motioned to set a public hearing for July 20, 2022, seconded by Mr. Harriman. All yeas.

## **Zoning Code Update/Discussion**

Ms. Brill updated the Commission that the previous comments and concerns from the Commission and Council were brought to the consultant and several concerns were addressed regarding lot sizes, varieties of housing types, and adding a new district called Village Residential. She stated that the proposed code is keeping the Suburban Residential District and explained several of the key details of that type of district including building orientation and increased pedestrian walkability. Ms. Brill also stated that the Suburban Residential District allows for several different lot sizes and patterns. She explained how this will affect new developments. Mr. Adler stated that he is pleased with the progress on all fronts. Mr. Adler

mentioned the 40-foot minimum structure height for rural districts and Ms. Brill assured the Commission that it would be fixed in the code. Mr. Harriman mentioned changing the name of the Traditional Neighborhood District to Uptown Neighborhood District. Mr. Adler and Mayor Carney agreed with this proposed name change.

Ms. Brill updated the Commission on the sign height requirements in the new code proposal. Mayor Carney asked about topsoil replacement in new subdivisions and Ms. Brill stated that there is a provision in the new code for that. Mr. Harriman asked about regulations regarding utility box locations in the new subdivisions. Ms. Brill said that utility boxes will be in the rear yard where possible.

Ms. Brill informed the Commission about up-lighting regulations and typology updates in the new code. Ms. Brill also explained COA and DRB criteria within the new code. Mayor Carney asked if DRB would have formal design standards. Ms. Brill stated that it would not but that formal standards could be adopted. Mr. Harriman inquired about the “arcade” and “gallery” style homes having the same description and graphics in the proposed code. Ms. Brill noted that there are minor differences in the awning but would look into the similarities for the written descriptions. Mr. Adler inquired about next steps and timeline for the proposed new code. Ms. Brill stated that it would informally go before Council again and that she would follow up on any updates to the Commission. She encouraged the Commission to reach out to her with any questions or concerns.

## **ADJOURNMENT**

Meeting adjourned at 7:20pm.