

Planning Meeting Minutes

May 09, 2017

Bob called the meeting to order at 6:31 p.m.

Members Present: Bob Gaglione, Randy, Mayor Clark, Wes Hawkins and Jason Garey-zoning inspector

Motion to excuse Ben P. wife sick

Others Present: Michele Stuck, Matt Denziner, Hal Stamm, Carl Z., Jeff Benner

Tabled April minutes no quorum from that meeting

Hal Stamm and Jeff Benner asked how much property would Hal have to sell Jeff for a boat launch.

Michele sited zoning code says lot width is 100 ft. (section 340.03 ??)

WENT OVER SITE PLAN REVIEW FOR NAPA STORE TO MAKE SURE HE HAS EVERYTHING, WILL BE ON THE AGENDA FOR June after letters are sent out

Section 610.05 Site Plan Requirements

The Application for site plan review shall include the following items:

A. Completed application form

B. Architectural plans (14 copies) showing proposed structure, and improvements with exterior elevations, scale, proposed kind, color and texture of all primary materials to be used, and detailed floor plans.

C. Site Plan drawings drawn to a scale of no less than one hundred (100) feet to the inch and shall be on one or more sheets of 24 x 36 inches in size showing the following items:

1. General vicinity map OKAY
2. Gross Acreage of tract OKAY
3. Property boundary lines and adjacent streets OKAY
4. Zoning classification of the site
NEEDS TO TURN IN COMPLETED APPLICATION
5. Contour map showing two (2) feet contour intervals, both existing and proposed. OKAY
6. Traffic (vehicle and pedestrian) and circulation plan of the site and adjacent streets.
Delineate traffic flow with directional arrows and indicate the location of directional signs.
Clearly show ingress and egress to the site. OKAY
7. Parking and loading plan, including bicycle parking area. OKAY
8. Landscaping plan
 - a. Show locations proposed for trees in any parking areas, location of buffer screens between any parking area and adjacent property.
 - b. Show all trees and other plantings proposed. Tree masses may be shown with a diagrammatic outline and written inventory of individual trees included.
 - c. All landscaping must meet the requirements of this ordinance.

d. Show existing landscaping that will be retained which shall be differentiated from proposed landscaping. The type, size, number and spacing of all plantings must be illustrated.

e. Planter box details such as construction of box, materials, plant types, sizes, number and spacing.

Title VI Administrative Procedures 165 Chapter 610 Site Plan Review and Design Guidelines

9. Existing structures on the site, those proposed to remain and all buildings within 60 feet of the site's boundaries as well as their height. OKAY

10. Proposed signage including dimensions of sign, size of letters and graphics, description of sign frame materials and colors including supports.

a. For wall signs proposed, include:

1. Wall anchorage details (must be interior to sign or camouflaged)

2. Wall of building to which the sign is to be affixed drawn to scale, correctly locating the sign. WILL CONTACT NAPA AND INCLUDE ON APPLICATION

11. Utilities plan. Include existing utilities, locations and easements.

12. Proposed Lighting

OKAY

a. Proposed fixtures and standards. Location of all existing and to remain lighting fixtures and standards, complete with routing of electrical supply, wattage and diagram.

b. Materials and colors to be used.

OKAY

c. Ground or wall anchorage details.

13. Grading, sedimentation and erosion control plan

OKAY

14. Professional engineer or architect seal on the plans

OKAY

15. Environmental Assessment Report (Assessment of Impact of proposal on the physical environment and supporting documentation)

OKAY

16. List of property owners within two hundred and fifty (250) feet of the property lines of the site.

TURNED IN

17. Maximum number of employees, customers, and office vehicles that would be at the facility at any time. 3 at NAPA

Mayor asked about how the plans show 2nd business, Matt said he have a potential leasee possible 2 employee's. Jeff Benner asked why we need to know that and it was explained that is how the zoning is written and until Council approves changes and zoning goes through the book it is what it is.

18. If new construction is proposed where historic building exists, documentation from a preservation architect as to the feasibility of preservation of the existing structure N/A

Zoning Inspectors Report

Collen Murphy 4594 Franklin making head way on finishing improvements Jason to send email

Teter's on Franklin- set to do siding in May they have BZA hearing June 01, 2017

Precision on Line St- still waiting to hear from them, no permit yet

R. Snyder on Main and Mill- still haven't responded, will be speaking to Michele about court

Heaton on Main and Prospect- still hasn't sold- Jason and Michele to send another letter, Jason spoke with Frank Ferenc he is cleaning up behind Heaton (possibly purchasing property)

Frank Ferenc cleaning up behind his property 4656 Prospect
Shubert's on Park- Chief Buchert handling

Compass Packaging On the Chillin Station- permits have been issued

CHS talked to school about greenhouse no permit issued yet BZA hearing on May 18, 2017

Ron Kulesza complaint neighbor about driving too fast and owning too many vehicles turned over to
Police Dept.

Joe at 5296 Coldbrook wanted chickens advised they must have 5 acres

Village of Mantua applied for permit in flood plain to replace fence on trail behind Mantaline issued

Village of Mantua applied for permit in flood plain for turnaround for canoe/kayak area

Jason advised he will be on vacation May 27 through June 05

Tabled satellite dish review

Review 450.04 (3) (b) Randy suggested just taking it out Linda seconded all yeas

Linda made a motion to move sub division reg and grading plans on to Council Bob seconded all yeas

Mayor said we had received a letter from Tom Tubalkain and the BZA requesting rezoning the High
School property, (see attached letter). Bob was advised to let them know a request like that would have
to come from property owners, but that the school is in Village Center so they have no latitude then
other zoning districts.

Randy brought up that the Mayor should not have to do all the secretary duties. We need to make a
recommendation that the clerk's office is responsible for that kind of thing (doing mailings, etc). It was
decided to talk about it again next month. By all

Motion to adjourn by Bob at 7:55 p.m. all yeas