

PLANNING COMMISSION

OCTOBER 22, 2015

The meeting was called to order at 7:00 p.m. by Chairman Chris Carry. Commission members present were: Chris Carry, Tom Forquer, Seth Hudson, Eric Nicely, Mayor Olmstead and Therese Witt (6). Byron Choka was absent (1). Also present was Brody Walters, Planning and Zoning Administrator.

APPROVAL OF MINUTES OF SEPTEMBER 24, 2015 MEETING

Mr. Hudson asked that the minutes of the September 24, 2015 meeting be amended to include that during the discussion about the Second Street restrooms, the question was asked about who owns the dumpsters near the site of the proposed restrooms. Mr. Forquer moved to approve the minutes of the September 24, 2015 meeting as amended. Mr. Nicely seconded and they were unanimously approved.

***Preliminary & Final Site Plan & Special Approval Use
Schuetz Container
1899-2105 N. Wilkinson Way***

APPLICANT

Bob Bailey, PE
DGL Consulting Engineers, LLC
3455 Briarfield Blvd. – Suite E
Maumee, OH 43537

Bill Barrett
Schuetz Container
2105 S. Wilkinson Way
Perrysburg, OH 43551

REQUEST

Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1235.04(ww) – Special Approval Use
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The applicant proposes to construct a 76,000 SF warehouse building and an aerial bridge/conveyor over Spafford Drive. The subject property is located immediately north of Spafford Drive and south of the Owens Illinois Innovation Center. The property has frontage along N. Wilkinson Way and Spafford Drive. It is located within an I2 – General Industrial zoning category on a 5 acre parcel that either has been or is in the process of being acquired from Owens Illinois.

ANALYSIS

Land Use – The requested use has been reviewed and determined to be a dual use.

1. “Warehousing” – **Permitted Use**
2. “Transport and Trucking” – **Special Approval Use (SAU)**. By definition “A *transport and trucking use is any premises used by a motor freight company as a carrier of goods, which is the origin or destination point of goods being transported, for the purpose of storing, transferring, loading and unloading goods.*”

Dimensional Standards - The proposed building shown on the Site Plan is inconsistent with the dimensional standards of Chapter 1230 with regard to building setbacks. I2 zoned properties are required to maintain the following setbacks:

Front Yard: 60’ (building as shown is 20.69’ from Spafford Drive ROW and the aerial bridge extends up to and beyond the current property line.)

Rear Yard: 40’ (meets requirements)

Side Yard (railroad track side): 25’ (building as shown is 20.55’ from the property line. Additionally the air handling unit is shown to be less than 5’ from a property line and is not permitted to be located in a side yard (rear yard only) without BZA approval)

The applicant may correct these issues on the plans or apply to the Board of Zoning Appeals (BZA) for relief.

Building Materials – The building materials for the proposed 40’ tall building are shown to be CMU (10’ wainscot) with metal panels on the upper 30’ of the building. The proposed use of materials is consistent with Ch. 1250.48 for both materials and percent coverage. Although the proposed building is consistent with the material use chart, it is significantly inconsistent with Ch. 1250.481(a), (b), (d) and (e). These requirements generally refer to reducing the perceived size and scale of large utilitarian buildings such as this. These subsections require roof line variation, recesses & projections and other items of visual interest for large scale buildings.

Access – The subject location does not currently have any direct curb cuts to a public street. Currently the closest access drive to a public street is the driveway that is located on and services the Owens Illinois Innovation Center property. The site plan indicates two proposed curb cuts onto N. Wilkinson Way, one immediately north of Spafford Drive and one nearest the northern property line. Neither of the two proposed access points meet the code requirements of Ch. 1250.51 which states that driveways must enter perpendicular to existing public streets and that they shall not be closer than 100’ to the intersection of any two public streets, or closer than 80’ to an adjacent driveway within a commercial or industrial district.

Parking – The proposed site plan indicates 10 standard parking spaces (10'x20') and 16 (12'x55') parking spaces for semi-trucks. Per Ch. 1250.03(e)(b) the required parking count is determined from the following formula:

5 parking spaces plus 1 for every employee in the largest working shift or 5 plus 1 for every 1,700 SF of usable floor space, whichever is the greater. Space on site shall also be provided for all construction workers during periods of construction.

No information about staffing/employment numbers has been provided but if the usable floor space calculation is used the required parking for the site would be 39 parking spaces.

Additionally, parking is not permitted to be located in the front yard for “warehouse” uses without the approval of the Board of Zoning Appeals. The special approval use of “transport and trucking” in this zoning district prohibits parking in the required front yard. The current parking layout encroaches into the required front yard by as much as 45’.

Landscaping – A landscape plan has been submitted and appears to be of good quality although landscape percentage calculations have not been provided. Per Ch. 1230.01 the minimum landscape percentage for this site is 10%. The minimum landscape percentage for the parking lot is 6% with the requirement for 1 onsite tree for each 8 parking spaces. Per Ch. 1250.02(t) if more than 65% of the total off-street parking spaces for the entire site are located between the front façade of the principal building and the primary street abutting the site, additional landscaping, buffering and raised pedestrian walkway connections are required. The area dedicated to semi-truck parking does not provide landscape islands. The code also requires irrigation on sites that are 1 acre in size or larger.

Street Trees – A street tree plan has been submitted and will be reviewed by the city’s Street Tree Commission at the November 2nd, 2015 meeting. An approved street tree plan will be required before zoning permits are issued.

Signage – A full review of signage will be conducted by the Planning and Zoning Division prior to the issuance of permits. The signage shown on the walkway above Spafford Drive will have to be addressed as it currently is shown to exist in/above the public right-of-way. Additionally, wall signs are permitted per the following dimensions:

Allowable S.F. = 10% of the façade on which it’s placed.

**Note: Relief for area, height and setback can be sought from the BZA. No relief can be provided for sign quantity.*

Lighting – Sheet C6 shows two proposed light fixtures located between the street and the parking row intended for semi-trucks. It is assumed that these lights are directed away from streets but the height, style and direction are unknown at this time. It is required that any lighting meet the requirements of Ch. 1250.43 and not be over 35' in height (see SAU use criteria for a height limit of 30').

Sidewalks – Sidewalks are shown along the entire frontage of the property but a there is a note on sheet C5 that the existing concrete sidewalks that runs through the proposed asphalt driveways is "TBR" (to be removed). It is a requirement that sidewalks run through all driveways.

Waste Receptacles – No external waste receptacles are shown to be part of this site plan request.

SPECIAL APPROVAL USE

General Requirements

Ch.1235.02(d)

1. The establishment, maintenance or operation of the special approval use will not be detrimental to or endanger the public health, safety, or general welfare or the natural environment.
2. The special approval use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor shall it substantially diminish and impair property values within its neighborhood.
3. The establishment of the special approval use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
5. Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special approval use shall, in all other respects, conform to the applicable regulations of the district in which it is located and to any additional conditions or procedures as specified in this Chapter.

Specific Requirements

Ch.1235.04(ww)

1. Facilities shall be located so as not to create access problems for abutting uses and shall be located on an arterial street.
2. Outdoor lighting shall be shielded from abutting properties and public streets. Lighting fixtures shall not exceed a height of thirty feet.
3. Repair facilities, if provided, shall only be conducted inside a building and all dismantled parts shall be stored inside a building or within an enclosed fence not less than eight feet high on all sides of such storage area.

4. A required front yard shall not be utilized for parking of transportation vehicles.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission disapprove the preliminary site plan, final site plan and special approval use for Schuetz Container due to the deficiencies identified below:

1. Transformer Pad (8' x 8') shown along Spafford Drive should be relocated or properly screened to the satisfaction of the PZ Administrator or the Planning Commission.
2. Two air handling units (15' x 30' in size) along the west side of the building to be screened and located at least 5' from the property line and to be relocated within a rear yard or receive a variance from the BZA.
3. Front yard setback (along Spafford Drive) is not being met.
4. Aerial easement is necessary from the City.
5. Side yard setback (along railroad line) is not being met.
6. Access drives to site are not in compliance with code requirements.
7. Parking space quantity is insufficient (no justification for fewer spots has been provided).
8. Parking in the required front yard is not permitted due to SAU.
9. Landscape percentages have not been provided for parking area or site.
10. Lighting details have not been provided.
11. Sidewalks are shown to be removed through driveways (walks must continue through all driveways).
12. Building elevations are inconsistent with Ch. 1250.481(a)-(f)

Mr. Walters reviewed the above Staff Report. Bob Bailey of DGL and Mike Miller, Plant Manager at Schuetz Container were present. Mr. Bailey responded to Mr. Walters' comments as follows:

1. They have no problem with the screening and landscape cover for the transformer pad.
2. They do not know the exact size or how the air handling units will be configured because this project is out to bid for a design build. If the units need to be in this location they will go to the Board of Zoning Appeals.
3. Will apply to the BZA.
4. Initial indications from discussions with the City is that there will be no issue getting an easement; they need to work with the City's attorney.
5. They will go to the BZA regarding the side-yard setbacks; they are trying to keep the bridge as short as possible, it is the constraints of the site.
6. They reached out to the City Engineer, but he wanted the Planning Commission to review first; they will work out the details with Engineering on shifting drives.
7. This is a warehouse building; there will be only 5-6 employees working in this building and they did a parking lot at the existing building to the south which is where most employees will be.

8. They don't want cars sticking out from the building line, they load trailers at this building. Will go to the BZA for variance.
9. Mr. Bailey discussed the landscape percentage and said that they are at greater than 10%.
10. With the design build the type of light fixtures have not been determined, but a photometric plan will be submitted.
11. Sidewalks will run through the driveways.
12. Providing wainscot to meet the vertical difference replicates the existing building. They want it to match and it's difficult to get variations with this type of building.

The Commission discussed the outstanding issues of this application. Mr. Forquer said that it looks like they are trying to put too much building on too small a site. He said that three of the four setbacks are being encroached upon and although he likes to see projects succeed, he likes them to succeed within the Code. He said that he could not support this application as designed today. Mr. Carry agreed adding that there are alignment issues that need to be addressed.

Mr. Bailey requested that the application be tabled. Mr. Carry moved to table the Preliminary and Final Site Plan and Special Approval Use for Schuetz Container. Mr. Hudson seconded and it was unanimously approved.

Final Site Plan Amendment
Kroger
Carronade Drive

APPLICANT/OWNER/DEVELOPER

Andrew Gardner
Bird & Bull, Inc.
2875 W. Dublin-Granville Rd.
Columbus, OH 43235

REQUEST

Chapter 1260.18 – Final Site Plan Amendment

PROPERTY LOCATION & DESCRIPTION

Location: The subject property is located very near the intersection of Carronade Drive and U.S. 20, on the southeast side of Carronade Drive.

Property Size: 18.65 total acres

Parcels: Q61-400-090109001000 and Q61-400-090109004000

BACKGROUND

On July 13, 2014 the Kroger Company received approval for the construction of a new Kroger building next to the existing Kroger store. These plans were approved and construction is well underway on the new building with most of the exterior work being very near completion. Since these previous approvals Kroger has developed an online shopping concept referred to as “click-list” which essentially allows shoppers to place grocery orders online and pick-up that order without actually entering the store. This program is very efficient for the customer as all they need to do is place an order and pick it up at a designated location designed specifically for this purpose.

ANALYSIS

The proposed amendment includes changes to the southwestern area of the site for the installation of dedicated parking spaces and a canopy cover (it is important to note that the color rendering of the canopy cover a larger canopy than is being proposed at this site. The color rendering shows a four car canopy and only a two car canopy is proposed at this location). Overall, this proposed change includes changes to the parking layout, parking count (+3 net increase), and the addition of the canopy. A recent lot split / lot combination has adjusted the property line in this area to accommodate this proposed change. There was a small amount of additional land that was obtained from the neighboring retail plaza that is immediately southwest of this area.

Due to the recent final site plan approvals Kroger has received and the minimal effect on the overall site a detailed site plan review is not necessary at this time.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission approve the final site plan amendment to allow the installation of the “click-list” features on site as submitted.

Mr. Walters reviewed the above Staff Report. Heidi Rose of Bird and Bull was present. Mr. Forquer clarified that there will be no outside storage included in this project and that it consists of customers parking their car, opening their trunk, getting their groceries and pulling away. Ms. Rose said that is correct. Mr. Forquer asked about the traffic flow and if they have obtained access agreements. The Kroger representative said that they have cross access agreements. Mr. Hudson asked about the parking stalls and Ms. Rose explained that the canopy shown has four spaces but the proposed canopy will only cover two stalls.

Mr. Carry moved to approve the Final Site Plan Amendment for Kroger as described above. Mr. Forquer seconded and it was unanimously approved.

***Preliminary Site Plan
Perrysburg Schools – 5th and 6th Grade Building
Roachton and Hull Prairie Roads***

APPLICANT

Perrysburg Board of Education
140 E. Indiana Ave.
Perrysburg, OH 43551

The Collaborative, Inc.
500 Madison Ave.
Toledo, OH 43604

REQUEST

Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The subject property is located at the southeast corner of the intersection of Roachton Road and Hull Prairie Road. The current use of the land is agricultural and this location (and adjacent land) was previously approved for a portion of the Villages at Canterbury subdivision. The 18 acres of land shown on the provided site plan does not currently exist as a standalone lot but the applicant has submitted a separate request to rezone this land from R-4 (single-family residential) to INS (institutional) and if successful the parcel would be split and purchased by Perrysburg Schools.

ANALYSIS

Land Use – The intended use of the property (18 acres) is a public school that would house the 5-6 grade students of Perrysburg Schools. Currently, R-4 zoning does not permit the operation of a public school/institutional use. A separate application provided by Perrysburg Schools has requested to rezone this portion of land to INS (institutional) so that a school can become a use that would be permitted with the granting of two “Special Approval Uses” by City Council per Ch. 1235.04(gg) (Public and Private School) and Ch. 1235.04(yy) (Institutional Use).

Site Layout – The proposed site plan indicates a large school building located in the center of the property with an entrance facing the intersection of Roachton Rd. and Hull Prairie Rd. A parking area for buses is shown to the north (between the building and Roachton Road, while the western edge of the property is for passenger vehicles. The eastern third of the property is shown as open space with an area for water detention to the north.

Setbacks – The school building and parking areas meet the setback requirements of the proposed zoning.

Access – The property is shown to be serviced by a right-in right-out on Roachton Road and a divided entrance drive coming from a future subdivision street to the south.

Parking –The parking requirement for public schools is “one for each teacher, employee or administrator, in addition to the requirements of the auditorium or stadium.” At this time no information has been provided for the precise calculation of required parking spaces so the applicants should be prepared to provide additional information or justification for the quantity of parking spaces provided for on this plan. The plan shows parking for 127 cars and 14 school buses. Additionally, landscape islands are required at a rate of 1 for each 10 spaces and should be used to create situations where there are not more than 10 parking spaces in a row unless separated by a landscape island. Some areas of the proposed parking area may need to be slightly modified to accommodate this requirement while maintaining the proposed parking count.

Street Trees – An approved street tree plan will be required before the issuance of a zoning permit and should provide street trees along the north, west and south sides of the property in accordance with City of Perrysburg requirements for street trees. This plan should be provided at the time of a Final Site Plan application.

Lighting – Insufficient detail at this time. More information will be required to be provided with the application for final site plan approval.

Sidewalks – Sidewalks are shown along the northern, western and southern sides of the property. The sidewalk on the north and west sides of the property should be replaced with a 10’ wide multi-use path to accommodate future connectivity plans. It is recommended to provide 2 additional sidewalk connections from public sidewalks specifically in the area between the bus parking and vehicle parking as well one along Hull Prairie Rd. These sidewalk connections should lead to student entrances of the school to provide safe access to students that may walk to or from school.

Other Comments:

Engineering Division - Need traffic impact study. Strongly recommend polling Wood County Engineer, Perrysburg Township, and Middleton Township for comments about roadway modifications.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission approve the preliminary site plan for the Perrysburg Schools 5-6 School subject to the following conditions:

1. The property to be successfully rezoned to INS (institutional).
2. All special approval uses be reviewed and approved by City Council.
3. All necessary roadway improvements be provided per a traffic impact study.
4. A 10' wide multi-use path is to be installed along the west and north sides of the property.
5. Additional sidewalk connections to be provided from public streets to accommodate pedestrians coming to or leaving the school building.
6. Landscape island quantity/placement to comply with code requirements prior to approval of a final site plan.

Mr. Walters reviewed the above Staff Report. Dave Serra of the Collaborative and Tom Hosler, Superintendent of Perrysburg Schools were present. Mr. Serra said they have no comments regarding Mr. Walters' report. Mr. Nicely asked when the traffic impact study will be completed. Mr. Serra said it will be done within a week or two – before the Final Site Plan. The Commission discussed at length traffic in the area and access for students who would be walking to school. Mr. Forquer said that he would like them to consider moving the sidewalk along Roachton further away from the ditch. Mr. Serra agreed. Mr. Walters added that there are multiple jurisdictions involved and there are still a lot of details to be worked out regarding the intersection. Ms. Witt said that she talked to a representative of Middleton Township and they are not in favor of a roundabout.

Mr. Forquer moved to approve the Preliminary Site Plan subject to the Planning and Zoning Administrator's Staff Report. Mr. Carry seconded and it was approved 5-1. Ayes: Carry, Forquer, Hudson, Nicely, and Olmstead (5). Nays: Witt (1).

Preliminary and Final Site Plan
Kroger Fuel Station
Carronade Drive

APPLICANT/OWNER/DEVELOPER
SSOE, Inc.
1050 Wilshire Dr. #260
Troy, Michigan 48084

The Kroger Company
4111 Executive Parkway
Westerville, OH 43081

REQUEST
Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

Location: The subject property is located very near the intersection of Carronade Drive and U.S. 20, on the southeast side of Carronade Drive. It is approximately 18.65 acres in size and is zoned C-3 Community Shopping.

Parcels: Q61-400-090109001000 and Q61-400-090109004000

BACKGROUND

On July 31, 2014 the Planning Commission approved a final site plan for the construction of a new Kroger Marketplace store along with the demolition of the current Kroger building. This most recent approval will result in a new Kroger store where the Kmart was formerly located and the current Kroger store will be demolished to provide a smaller retail area. The current request by Kroger is to upgrade the existing fuel center by adding an additional pump island, upgrading the center kiosk and making other minor visual changes.

ANALYSIS

Due to the recent site plan approvals for this site it has been determined that the applicants have provided the necessary documents to conduct a joint preliminary and final site plan review for the proposed Kroger fuel station.

Preliminary Site Plan

- **C-3 Setbacks:** Front: 50 ft.
Side: 20 ft. total
Rear: 35 ft.
- **Adjacent Zoning/Uses:**
 - North** – C4 - Highway Commercial (Panera Bread, Subway, Car Wash)
 - East** – Township Commercial
 - South** – RM - Multi-Family (vacant), and Township Residential
 - West** – RM - Multi- Family (vacant), (C4 – Hotel)
- **Site Layout:** The fuel center is proposed to remain in the same location on site but will be expanded towards SR20 to accommodate an additional pump island. This additional width will require the loss of 2 parking spaces located immediately northeast of the gas station canopy.
- **Roads and Access:** All current points of access along Carronade Drive and Miller Drive are proposed to remain as they currently exist. A Traffic Impact Study has not been requested for this development due to its previous uses, and location to existing roadways.

Final Site Plan

- **Parking:** Parking is generally not impacted by this proposed fuel center update. The only change in parking would be the loss of two parking spaces near the NE end of the fuel center. During the previous site plan reviews it was determined that Kroger had a sufficient number of parking spaces so this loss of 2 is not expected to be a concern (the code requires 704 parking spaces to accommodate the proposed uses and the applicants have provided 831)
- **Landscape Islands:** In the location of the parking lot where the 2 parking spaces will be lost, the applicant has shown the end border of the parking row to be striped pavement. It is recommended to require that this striped area be converted to a raised, curbed landscape island instead of utilizing paint to delineate the parking border. This is also recommended due to the quantity and various sizes of vehicles that will be traveling next to this area. A raised curb island will provide additional protection for vehicles parked near this exit driveway.
- **Parking Lot Landscape:** It is recommended to require a tree be installed in the landscape island described above. The previous staff report for the new Kroger building identified a deficiency in the number of overall trees on site so this would seem to be an appropriate request for this available island. (104 trees required, 82 trees shown).
- **Signage:** Signage shown on the provided submission is not being reviewed at this time. Signage will be reviewed at the time a sign permit application is made to the Planning and Zoning Division but generally the use of signage on the gas station canopy will be limited to 1 sign on up to 2 different sides. It is expected that Kroger would utilize the sides of the canopy that face SR20 and the large portion of the parking lot.
- **Lighting:** Lighting is expected to be limited to flush mount canopy lighting.
- **Building Materials:** The applicant is proposing to use cast block for the construction of the kiosk as well as on the lower bases of the canopy poles.
- **General:** The applicant shall not need to submit and obtain City of Perrysburg engineering approvals but will be required to review the construction plans with the City of Perrysburg Fire Division prior to a zoning permit being issued. A zoning permit is required prior to Wood County issuing a building permit.
- **Other:** The fuel center elevations indicate the presence of several items that are considered to be “outdoor storage” such as the bagged ice container, pop machines, “pallet cage, and the u-shaped merchandiser. Essential items like a trash can and spill kits are not considered to be outdoor storage. Per Ch. 1225.08 the storage of these items outdoors at the fuel center is not permitted.

RECOMMENDATION

The Planning and Zoning Administrator has reviewed all necessary information for the consideration of the preliminary and final site plan and recommends conditional approval of the preliminary and final site plan. The administrator recommends that preliminary and final site plan approval be conditioned upon the resolution of the following items: subject to the fulfillment of the following conditions:

1. Striped parking area to be converted to a raised, curbed island at the location where the 2 parking spaces are being lost. (between SR20 and the fuel center)
2. A tree be planted in the raised, curbed island as described in condition #1 above.
3. Outdoor storage items (identified in the above report) to be removed from plans.
4. Any proposed fire suppression equipment to be screened from view and approved by the Planning and Zoning Administrator.

Mr. Hudson moved to untable the Final Site Plan Amendment for the Kroger Fuel Station on Carronade Drive. Mr. Carry seconded and it was unanimously approved.

Jordan Horn, Kroger representative, said that Kroger is in agreement with removing all outdoor merchandising items from the application for the Final Site Plan.

Mr. Carry moved to approve the Preliminary and Final Site Plan for the Kroger Fuel Station on Carronade Drive subject to the comments and recommendations in the Planning and Zoning Administrator's Staff Report. Seconded by Mr. Forquer and it was unanimously approved.

Final Site Plan Amendment

Mercy

Eckel Junction Road

Mr. Walters called attention to revised plans that were sent to the Commission regarding the proposed Mercy Cancer Center. Aaron Green of HPlex and Troy Barman of Lewandowski Engineering were present. Mr. Walters said that these are slight modifications but they are outside the scope of his authority to approve. The orientation of the parking, the elevations and building materials changed slightly but the building materials are in compliance with the Code. Mr. Barman said the square footage of the building and the parking lot are now smaller.

Mr. Forquer moved to approve the amended Final Site Plan for Mercy as submitted. Mr. Carry seconded and it was unanimously approved.

Code Amendment

Ch. 1230 – Intensity & Dimensional Standards

APPLICANT/OWNER/DEVELOPER

City of Perrysburg
201 W. Indiana Ave.
Perrysburg, Ohio 43551

REQUEST

Chapter 1285 – Changes and Amendments
Chapter 1230 – Intensity & Dimensional Standards

PROPERTY LOCATION & DESCRIPTION

The proposed code amendment to Chapter 1230 would affect all properties within the City of Perrysburg by modifying the criteria for the structure setbacks.

BACKGROUND

Chapter 1230 of the Planning and Zoning code is used to provide an explanation of lot setbacks and other dimensional standards such as coverage, height, and size. The bulk of this information is provided in chart format that has been very user friendly with the following two exceptions: 1. There is a confusing distinction between lots with public and private utilities (shown as a footnote) and 2. Side Yard setback totals. After utilizing the current chapter for many years as it currently exists, it is recommended to revisit and revise the current structure to increase the understanding and usability of this chapter. Overall, this chapter and its contents are achieving the desired development goals but it is believed a revision could make the information more easily understood.

RECOMMENDATION

The Planning & Zoning Administrator recommends that the Planning Commission recommend to City Council to approve the proposed code amendment as provided.

Further, it is recommended that a public hearing be set before City Council for December 1, 2015 at 6:20 p.m.

Mr. Walters reviewed the Staff Report. Mr. Forquer noted a couple of minor corrections to the proposed chart. Mr. Hudson asked why this change is being proposed now if a review of the entire Zoning Code will be done soon. Mr. Walters stated that due to staffing issues a review of the Code will not be done until 2017 and this is not a major change so he feels comfortable doing it now.

Mr. Carry moved to approve the proposed Code amendment to Chapter 1230 and to set a public hearing before City Council on December 1, 2015 at 6:20 p.m. Mr. Forquer seconded and it was unanimously approved.

Other Business

Mr. Carry asked about the status of the proposed Taco Bell on SR25. Mayor Olmstead stated that City Council approved an agreement with the owner of the property to establish an escrow account to remove the sign at the end of the lease. Mr. Walters added that the agreement runs with the land so if there is a change of ownership it will still be in effect.

There being no further business, the meeting adjourned at 8:28 p.m.

Respectfully submitted,

Mary Jo Sutton