

**PLANNING COMMISSION MEETING
MINUTES OF MEETING
FEBRUARY 3, 2014**

CALL TO ORDER:

Chairman Pratt called the meeting to order at 7:00 pm.

PLANNING COMMISSION MEMBERS PRESENT:

Scott Failor, Cindy Shay, Scot Draughn, Cathy Oetker and Martin Pratt. Alan Seymour and Steve Kaifas were excused.

OTHERS PRESENT:

Ryan Horns, City Planner Greg DeLong, City Engineer Jeremy Hoyt and Secretary Barb McCoy.

APPROVAL OF MINUTES:

Planning Commission Meeting minutes of December 2, 2013, were approved as presented.

ADMINISTRATION COMMENTS:

CITIZEN COMMENTS: None

PRESENTATION:

Presentation on City of Marysville projects – Jeremy Hoyt, City Engineer

Police and Municipal Court Facility

This building became fully operational in April 2013. This facility provides 45,000 sq. ft. of new space for the Police Department and the Municipal Court and an additional 6,000 sq. ft. training facility for our police officers.

Marysville City Hall and Fire Station 272:

This building became fully operational in November 2013. This facility provides 29,000 s.f. of new space for City Staff (including Administration, Finance, Public Service, Human Resources, and Information Technology) as well providing new Council Chambers for City Council, and a second fire station for the community.

Partner's Park:

The construction is anticipated to start this month (upon finalization of the former City Hall demolition) with a completion date of August 2014. Details of the park were presented.

Oakdale Cemetery Expansion:

The cemetery plot layout (~2,500 plots) and roadway network design has been finalized and approved by the Cemetery Board. The storm sewer (performed “in house” by City Staff) and roadway granular sub base placement has been installed. The roadways are anticipated to be paved during summer 2014.

Upground Reservoir Ramp and Site Improvements:

Upon receipt of the funding, Marysville will permit the ODNR to construct/install the following infrastructure at the Reservoir Site:

- a one-lane boat ramp
- parking lot
- walking access (staircase) from parking lot to the boat ramp area
- two-lane access road from parking to the boat ramp area
- appropriate signs to indicate current fishing regulations

Per the funding agreement, the Division will perform the maintenance on the boat ramp, parking lot, access road, and any other improvements or facilities it constructs thereon for twenty-five years, after which time, the boat ramp and any facilities or improvements associated with its use shall be maintained by the Owner at its sole expense. The improvements are anticipated to be completed by spring 2016.

Sumitomo:

This project includes quasi-public storm sewer, storm water detention, and private utility services for a large industrial warehouse/office (~ 350,000 sf). Due to the public (Ohio Department of Development) funding obtained for this project, the required public roadway widening (per the City Thoroughfare Plan) will be managed by the City.

Moriroku:

This project includes quasi-public storm sewer, stormwater detention, private utility services for a research and development (R&D) facility (~40,000 sf). The required public roadway widening (per the City Thoroughfare Plan) will be managed by the City.

Woods at Mill Valley North:

The following portions of this development are in various stages within our department:

- Woods at Mill Valley, Phase 1, Part 12 – plan review (47 lots)
- Woods at Mill Valley, Phase 1, Part 16 – construction (32 lots)
- Woods at Mill Valley, Phase 1, Part 17 – plan review (30 lots)
- Woods at Mill Valley, Clubhouse – preliminary plan review

Scott Farms:

The following portions of this development are in various stages within our department:

- Scott Farms, Section 4, Phase 4 – construction (31 lots)
- Scott Farms, Section 4, Phase 5 – plan review (25 lots)

City of Marysville Pedestrian Bridge

This project will provide a pedestrian bridge over US 33 between Mill Valley and the High School campus. The project also includes 1,800 feet of pathways. The design of this project was completed in 2013. The City received a \$1.3M ODOT Transportation Enhancement grant (80% Grant and 20% City Funds) to assist with construction of this project, which is expected to start in June 2014.

Coleman's Crossing Traffic Signal:

Based on the traffic concerns within the Coleman's Crossing corridor, the City is investigating the installation of a traffic signal near the Wal-Mart entrance drive intersection with Coleman's Crossing Boulevard near the Meijer site. The City plans on hiring an engineering firm to design this signal in the spring with construction budgeted for this fiscal year.

Industrial Parkway Roadway Widening:

This road widening project along Industrial Parkway is required across the entire frontage (~1,500 LF) of the Sumitomo and Morioku projects to meet the City's Thoroughfare Plan guidelines. Due to the acquired state funding, the City must manage the construction of these projects.

East Fifth Street Turn Lane:

City Staff has designed and will construct a right turn lane at the Coleman's Crossing Boulevard and East Fifth Street intersection. The intent of this project is to alleviate vehicular delay for southbound vehicles during left turn movements onto Coleman's Crossing.

7th Street Culvert and Street Improvements:

The scope of this project includes box culvert replacement, pavement overlay and curb replacement on 7th Street between Main and Court Streets. The "in house" design is approximately 75% complete with an anticipated schedule of bidding in spring 2014 and construction during summer 2014.

Amrine Mill Road Culvert Replacement:

The existing twin culverts under Amrine Mill Road are to be replaced by a box culvert due to poor condition. The City received Ohio Public Works Commission (OPWC) funds (50% Grant and 50% City Funds) to assist with construction of this project, which is expected to start in early summer 2015.

Town Run Restoration:

This project includes the stream bank reinforcement and realignment including landscaping leading to improved water quality within the waterway. Other improvements include aesthetic improvements along Fourth and Fifth Streets and guardrail replacement along the stream banks. The construction of this project began during the summer with a spring 2014 completion date.

Water Treatment Plant:

Based on age, City growth and capacity, the City will eventually need to build a new Water Treatment Plant (WTP). The WTP is in the design phase with the final treatment method to be chosen in early 2014 and completion of final engineering in summer 2015. Construction of the WTP will occur when necessitated by Ohio EPA Regulations or when additional capacity is warranted. Plant will be located on Raymond Rd. across from the Reservoir.

Replacement:

The preliminary (60%) distribution system improvements submittal has been received and reviewed by the City. The remainder of the design is anticipated to be completed "in house" (saving the City ~\$100,000) with construction occurring in spring 2015.

OLD BUSINESS: None

NEW BUSINESS:

Amendment to add Section 1139.26

Mr. DeLong stated this is a new code section that addresses the installation of sidewalks for new residential dwelling units, primarily single-family residential dwelling units. Current code regulations require sidewalks in all new plats, including residential, and for any new multi-family, commercial and industrial uses locating on existing lots. There is currently no code regulation addressing the installation of sidewalks for new single family homes locating on existing lots.

Mr. Draughn made the motion to recommend the amendment to City Council. Question put, stood:

Mr. Failor Yes Mr. Draughn Yes Mr. Pratt Yes Ms. Shay Yes Ms. Oetker Yes

The item will be forwarded to City Council.

Amendment to revise Section 1143.17(e)(6)

This is a change to correct a conflict in this section of the sign code. One portion states two business signs are permitted and another section states you are permitted one. The amendment will permit two business signs, which is consistent with the remainder of the code.

Ms. Shay made the motion to recommend the amendment to City Council with the condition the title be corrected. Question put, stood:

Mr. Draughn Yes Mr. Pratt Yes Ms. Shay Yes Ms. Oetker Yes Mr. Failor Yes

The item will be forwarded to City Council.

Amendment to revise Section 1143.171(d)(6)

This is a change to correct a conflict in this section of the code that states two business signs are permitted and another section states you are permitted one. The amendment will permit two business signs, which is consistent with the remainder of the code.

Ms. Oetker made the motion to recommend the amendment to City Council. Question put, stood:

Mr. Pratt Yes Ms. Shay Yes Ms. Oetker Yes Mr. Failor Yes Mr. Draughn Yes

The item will be forwarded to City Council.

Amendment to revise Section 1144.08

This change addresses the exclusion of single family residences that are located in commercial and manufacturing zoning districts from being required to go before the Design Review Board for any building modifications or constructions.

Mr. Failor made the motion to recommend the amendment to City Council. Question put, stood:

Ms. Shay Yes Ms. Oetker Yes Mr. Failor Yes Mr. Draughn Yes Mr. Pratt Yes

The item will be forwarded to City Council.

Light pole banners/signs for Public/Quasi-Public uses

Mr. DeLong stated City staff was contacted and Mr. Emery would prefer the hospital and public/quasi-public uses be included for this section of the code at this time and to hold off for commercial to see what happens. Mr. Pratt stated the intent for the revised sign ordinance was to allow banners for public/quasi-public uses.

Mr. Failor stated he still has a concern of the definition of advertising. What was presented to us by the hospital was advertising. We need the definition of education or public service. Seems hard to enforce based on the proposed A.(2.) of the proposed code.

A.2. – Change to “if the business is eligible for directional light pole banner/sign, the following rules apply...”

A.3. Change to “Shall not advertise affiliates of the business or services offered at other locations.”

B.1. was deleted.

Add B.8. Signs only on privately owned light poles are permitted – not on publicly owned.

Mr. DeLong will do research on the maintenance of the banner/signs maintenance.

Discussion was held on the possibility of the pole being shorter than 12'. If so, how would the minimum vertical height of 12' from the ground work?

Mr. Failor made the motion to table this agenda item until the next regularly scheduled Planning Commission. Question put, stood:

Ms. Oetker Yes Mr. Failor Yes Mr. Draughn Yes Mr. Pratt Yes Ms. Shay Yes

The item will be the next regularly scheduled Planning Commission.

DISCUSSION ITEMS:

Board and Commission Applications

Mr. Pratt stated this item would be to modify wording in the code to allow staff to add to applications instead of relying on being required to have applications have what is stated in the code. It would permit staff more flexibility to modify the applications.

Variance process

Mr. Pratt stated Design Review Board and Board of Zoning Appeals went through a training held by LUC Director Jenny Snapp. Ms. Snapp stated less than 1 in 4 of variance requests should be approved. Marysville is much higher.

Discussion held on Code Section 1129.13 A B C and D. These are pretty specific items. They need to be reviewed occasionally. Mr. Failor stated the Design Review Board applied pretty strictly to the code section while the other Board may not. Both boards should be consistent. Either apply the 4 items or if not, change. They must be looked at closely and each agenda item must be thought out.

Mr. DeLong stated these four sections are pretty common to other communities. He has noticed that the BZA is talking a lot more than they once did. They are now discussing items more. They are a quasi-judicial Board so technically they are a court.

To-Do-List Update

Discussion was held on the priorities of each “To-do” item with the following ranking:

Chapter 1100 – adding a fee for amendment to approved Preliminary Plat: Priority 4 last year – Priority 1 this year
Chapter 1107 Establishing regulations for street lights (distance between poles and lumination): Priority 2 last year – Priority 2 this year
Chapter 1109 Create code establishing time frame for complete installation of sidewalks in developments that have vacant lots: Priority 3 last year – Priority 3 this year
Chapter 1135 Evaluate SD-1 zoning district and its boundaries: Priority 1 last year – Priority 1 this year
Chapters 1135 & 1137 – Create office zoning district: Priority 1 last year - Priority 1 this year
Chapter 1137 – Revising lot coverage requirements to encourage more green space: Priority 2 last year - Priority 2 this year
Chapter 1137 – Update use tables to NAICS code: Priority 1 last year – Priority 1 this year
Chapter 1137 - Revising zoning standards for existing residential area to more closely match existing built environment: Priority 3 last year - Priority 2 this year
Chapter 1139 – Review lighting section and consider language to regular spotlights in residential district: – Priority 5 last year - Priority 5 this year
Chapter 1139 – Establishing regulations for seasonal business: Priority 2 last year - Priority 2 this year
Chapter 1139 – Consider establishing regulations for outdoor storage of merchandise: Priority 3 last year - Priority 3 this year
Chapter 1140 – Increase landscaping standards to gateway area: Priority 1 last year – this has been addressed – remove from list
Chapter 1144 – Strengthening Design Review standards: Priority 4 last year - Priority 4 this year
Chapter 1139 – Regulations for accessory buildings in AR, B-1, B-3, OR TOC SDS-1, GOV and HMD zoning district: Priority 4 last year - Priority 4 this year
Chapter 1143 – HMD light pole banners: Priority 1 last year – has been addressed – remove from list
Chapter 1143 – Overlay sign code: Priority 2 last year - Priority 2 this year
Regulations for micro-businesses: Priority 5 last year - Priority 4 this year

Newly proposed code changes:

Increase distance between street trees and traffic signs: (came from street department)
Setback of ponds from public right of way – came from resident: Priority 3

Signage for auto dealerships: Priority 3

Update application requirements for zoning permits and all Boards and Commissions: in progress

Clarification on zoning permits on whether or not properties need to be brought up to current zoning standards: Priority 4

Section 1143.0(a)(4) – grand opening banners: Priority 1

Section 1141.04 – Curbing requirement for driveways for single family residences: Priority 1

INDIVIDUAL COMMISSIONERS COMMENTS:

Design Review Board Update – None

Ms. Oetker – None

Mr. Draughn – None

Mr. Failor – None

Ms. Shay – Asked status of Kroger's. Mr. Hoyt stated details are being worked out including traffic studies. Mr. DeLong stated the requested lot split had a nonconforming lot and they are trying to correct.

Mr. Pratt – With elections coming up in April, he is requesting not to be chairman for the upcoming year. Will do vice-chair if needed. Mr. Kaifas is not seeking reappointment.

ADJOURNMENT:

The meeting was adjourned at 8:44 pm.