

**MINUTES
CITY OF REYNOLDSBURG
PLANNING COMMISSION
OCTOBER 4, 2007**

A. CALL TO ORDER

1. ROLL CALL

Members Present:	Mr. John Brandt Mr. James Comeaux Mrs. Marlene Wirth Mr. David Wall Mr. Charles McGrath
Others Present:	Mr. Lucas Haire, Planning Administrator

2. APPROVAL OF MINUTES OF DECEMBER 7, 2006

Mr. David Wall: Next on the agenda is the approval of the minutes from our December 7, 2006 meeting. Commissioners, do you have any changes to the minutes?

Mrs. Marlene Wirth: Want me to move?

Mr. Wall: Please.

Mrs. Wirth: I'll so move that we approve the minutes of the December 7, 2006 meeting.

Mr. Charles McGrath: Second.

Mr. Wall: All right. The meeting minutes have been accepted as delivered to us.

3. APPROVAL OF AGENDA

Mr. Wall: We have one item becoming – two items coming before us tonight. Are there any changes to the agenda?

Mr. Lucas Haire: There are none.

4. SWEARING IN OF SPEAKERS

Mr. Wall: Do we have anyone here tonight speaking on the item of amending the ordinance? All right. Thank you. That's great. We have no one speaking tonight.

5. PUBLIC COMMENT

Mr. Wall: At this point, you're observing, not commenting, so great.

B. UNFINISHED BUSINESS

Mr. Wall: Do we have any unfinished business from our December 7th meeting? (No response.) Hearing none, moving on to our New Business.

C. NEW BUSINESS

1. ELECTION OF OFFICERS

Mr. Wall: First item is the Election of Officers.

Mr. Haire: With this being the first regularly scheduled meeting of the year, since we've had no business since December, we need to do the Election of Officers and appoint a Chairman and Vice Chairman.

Mr. McGrath: I move for appointment of Chairman to Mr. Wall.

Mr. Brandt: Second.

Mr. Wall: The motion has been seconded and I would like to-- Do we vote on that?

Mr. Haire: We do need to vote. Yes.

Mr. Wall: All right. Please call the roll.

(Mr. Haire called the roll. Mr. Brandt voted "yes." Mr. Comeaux voted "yes." Mrs. Wirth voted "yes." Mr. Wall voted "yes." Mr. McGrath voted "yes.")

Mr. Wall: At this time I'd like to move to nominate Charlie for the Vice Chairmanship.

Mr. Brandt: Second.

Mr. Wall: It's been seconded. Great. Lucas, would you call the roll?

(Mr. Haire called the roll. Mr. Comeaux voted "yes." Mrs. Wirth voted "yes." Mr. Wall voted "yes." Mr. McGrath voted "yes." Mr. Brandt voted "yes.")

Mr. Wall: All right. We're set for another year.

Mr. Haire: A few months anyway.

Mr. Wall: Or a few months, yes. There will be, starting the first of the year I'm sure we'll re-elect new Chairs.

2. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTION 1131.02 "DEFINITIONS" OF CHAPTER 1131 DEFINITIONS BY ADDING DEFINITION OF "INDOOR STORAGE FACILITY"; SECTION 1145.10 "SUPPLEMENTARY REQUIREMENTS FOR SPECIAL EXCEPTIONS" OF CHAPTER 1145 SPECIAL EXCEPTIONS, BY ADDING A NEW SUBSECTION (G) AND RE-LETTERING REMAINING SUBSECTIONS; AND TABLE 1175.01 "PERMITTED USES AND SPECIAL EXCEPTIONS" OF SECTION 1175.01 "PERMITTED USES AND SPECIAL EXCEPTIONS" OF CHAPTER 1175 DISTRICT REGULATIONS (CC-COMMUNITY COMMERCE DISTRICT, AND CS-COMMUNITY SERVICES DISTRICT – LISTINGS).

Mr. Haire: Basically, to summarize all those changes was basically, you're changing a number of sections of the Code to accomplish one thing, and that is to permit indoor storage facilities as a Special Exception. The first is the definition, which is "A climate controlled storage within an enclosed structure containing separate individual and private storage spaces of varying sizes leased or rented on an individual basis for varying periods of time with no unit having direct external access, but being served by common indoor access aisles." So that's what we've defined an indoor storage facility as. The second part of that is specific requirements for the Special Exception, so when an applicant comes forward with a proposal to use this, they'll have to go before the Board of Zoning and Building Appeals with a Special Exception Use Permit Application, which then has to go on to City Council to be confirmed. The Board of Zoning and Building Appeals will look at these requirements to make sure that the application meets these requirements. Then it'll be forwarded on if it does meet these requirements and if it's appropriate for that site. The rest of the changes just refer to — I added this as a subsection after the regular storage unit so I had to re-letter some of the other things and move them down just because it made sense to go in that portion of the Code, and it makes it easier for people looking at the Code to understand. The last portion is just amending the Tables of Uses that are permitted to permit indoor storage facility as a Special Exception within the CC-Community Commerce and CS-Community Service District. I'd be happy to answer any questions that you might have in regards to that.

Mr. McGrath: Mr. Chairman, two things I'd like to bring up on Article I, "a minimum of 20% of the floor area of any structure proposed be used as an indoor storage facility shall be used for other uses permitted within the respective zoning district unless otherwise specifically approved by the Board on the approved site plan." I just wonder why that's in there? Is there any particular reason?

Mr. Haire: The reason is basically we wanted this to have a retail component to it as well, instead of being a 100% storage unit building. If someone tries to convert like a storefront into retail units, basically the leasing office will serve as that, as the 20%, because the leasing office will be 2-300 square feet of a 1,000 square foot building if

they do these on a small scale. But that's the idea, is that the front would remain a retail type area with the rear being storage units.

Mr. McGrath: Will the access be in the rear?

Mr. Haire: The access, potentially, could be in the rear, but for the site that's being proposed, it likely will have one access point on the front.

Mr. McGrath: I don't think I'll ask my other question. Thank you.

Mr. Haire: But it could potentially be that there's no retail components. That option's still there. If it's proposed, it says unless otherwise specifically approved by the Board, so that is an option that would be available if it's appropriate for that area.

Mrs. Wirth: Is there only going to be one door drive in, drive out?

Mr. Haire: It's not limited to that with this Code Section. It's limited to -- I think I have it written as one door for each 20 storage units within the structure. What we're looking at, we're not looking at it as one site. We're looking at this Code for all of Reynoldsburg. So, potentially, it could be any building in Reynoldsburg that's zoned either CS or CC, which most of our commercial areas are.

Mr. Comeaux: So the 20% you're talking about, you envision that as like the sales rental office.

Mr. Haire: On a smaller structure, yeah. If it's a larger structure, where they're trying to really use a large building, it would have more of a retail component, possibly some leased spaces in the front that are not storage units and then a rental office and then storage units in the rear.

Mr. Comeaux: So the way this is written, though, is it contemplating-- this itself is part of the Special Exceptions, but is written kind of as a stand-alone thing. So when someone would go to do it as part of a larger building, for example, it would just be handled through the Special Exceptions process basically?

Mr. Haire: Right. What they'd do is they'd present a site plan showing the layout and showing that either that 20% of the space would be retail or that maybe something less than that, and that's something for the Board to evaluate. Our standard here shows 20% unless otherwise specifically approved. It may be appropriate that only 10% is retail, but it's just whatever the Board -- it leaves discretion to the Board, I guess. But it allows you to evaluate each thing on a case-by-case basis.

Mr. Comeaux: Okay.

Mr. Wall: Any other questions?

Mr. McGrath: Is our purpose here to just endorse it, or approve it, or—

Mr. Haire: Yeah. Our purpose is to make a recommendation back to City Council, so we'd have a recommendation of approval or denial, or approval with amendments.

Mr. McGrath: I'll move for approval of the ordinance change.

Mrs. Wirth: I'll second.

Mr. Haire: Is there any public comment? We need to make sure that we get—

Mr. Wall: Is there any public comment at this time? (No response.) Hearing none, do I hear a motion for approval?

Mr. Haire: We had the motion and the second. Mr. McGrath made the motion and Mrs. Wirth seconded.

Mr. Wall: All right, very good. Lucas, would you call the roll then?

(Mr. Haire called the roll. Mrs. Wirth voted "yes." Mr. Wall voted "yes." Mr. McGrath voted "yes." Voting interrupted.)

Mr. Brandt: Just as under a matter of disclosure, with this particular project that this is being discussed for, Luke and I worked together with the applicant on this project and I think it's no secret, everybody knows it's the former Big Bear site at Brice at Brice and Livingston. So I can either vote, or no vote, or the Board can say not to vote.

Mr. Wall: I'm comfortable with it.

Mr. Comeaux: I'm comfortable.

Mr. McGrath: I am, too.

(Voting continues. Mr. Brandt voted "yes." Motion carries.)

Mr. Wall: All right, so it's been approved. It's being sent back to City Council recommending approval. We have any other business?

D. OTHER BUSINESS

1. DISCUSS APPOINTMENT TO COMMERCIAL DESIGN GUIDELINES/STANDARDS COMMITTEE.

Mr. Haire: We had a joint meeting back in, I want to say March, where we had a couple of consultants come in and talk about possibly doing some commercial overlay type standards for Main Street. We've done the Streetscape project and now we'd like

to look at some design guidelines for the buildings, possibly looking at buildings, either new builds or rehabbing some of the buildings, and set some minimum standards just to kind of give developers some guidance when they come in and want to rehab a building. It's kind of – right now we don't have any guidance for them, so if they bring us something and we say, "The Design Review Board says we don't like this or it's not what we're looking for" and they've already invested a lot of money and time into a plan, it kind of upsets them because we don't have any guidance. What we're looking to do is set some minimum standards to kind of help guide them through the process of what the community's looking for in the design of a building. The way we've done this, the Design Review Board has set up a committee composed of nine members and one of those members they've asked to be appointed from the Planning Commission. So you can discuss who would like to serve on that. The meetings are going to be held the second Thursday of each month.

Mr. Wall: Did you have a question?

Mr. Comeaux: Just out of curiosity, you said there'd be one of nine members. Where are the other eight members drawn from?

Mr. Haire: The other eight members, there'll be one from the Board of Zoning and Building Appeals, there'll be two from the Design Review Board, there'll be one member of City Council, there'll be a member from the Chamber of Commerce, and there'll be two design professionals that are community residents.

Mr. Comeaux: And then, finally, once they reach a conclusion – say they do reach a conclusion, how would that then flow back through those organizations to kind of become—

Mr. Haire: It's something that will be approved by the Design Review Board and then will need to be confirmed by City Council. So, basically, it'll be a Committee that recommends to the Design Review Board.

Mr. McGrath: Mr. Chairman, I was at that meeting as a member of the Design Review Board. I happened to be on that committee also. Since that time we've designated two of our people to be on the committee. I think it would be to the best interest if this committee sent somebody other than me, because I don't want to see a loaded committee, so to speak, by having three members on there and considering the fact that Mr. Comeaux is new here, it would be an excellent opportunity for him to familiarize himself with the workings of the entire city at one time.

Mr. Wall: Well, Mr. Comeaux, that certainly would be a wonderful learning experience, I think. If you would like to accept that, we would appreciate that. That's wonderful.

Mr. McGrath: I so nominate him.

Mr. Wall: Second.

Mr. Haire: Okay.

Mr. Wall: Do we need to take a roll on this?

Mr. Haire: Yes, I believe so.

Mr. Wall: All right. Would you please call the roll.

(Mr. Haire called the roll. Mr. Brandt voted "yes." Mr. Comeaux voted "yes." Ms. Wirth voted "yes." Mr. Wall voted "yes." Mr. McGrath voted "yes." All right, Mr. Comeaux will serve as the representative.)

Mr. McGrath: Thank you, sir.

Mr. Wall: Any other business? (No response.) Hearing none, we're adjourned.

E. ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

David Wall, Chair

Lucas Haire, Planning Administrator

This document was transcribed by:
Area East Secretarial Service
7668 Slate Ridge Blvd.
Reynoldsburg OH 43068