



MINUTES

PLANNING COMMISSION THURSDAY, FEBRUARY 1, 2018 6:30 PM

**PLACE: COUNCIL CHAMBERS
7232 E. MAIN ST, REYNOLDSBURG, OH 43068**

A. CALL TO ORDER

PRESENT: Cullinan, Zollars, Bowman, Hicks
ABSENT: Bizjak

2. APPROVAL OF MINUTES

1. Planning Commission – Regular Meeting – January 4, 2018

RESULT:	ACCEPTED
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3. APPROVAL OF AGENDA

Agenda stands approved.

4. SWEARING IN OF SPEAKERS

None.

B. PUBLIC COMMENT

None.

C. UNFINISHED BUSINESS

D. NEW BUSINESS

E. OTHER BUSINESS

1. Rules of the Planning Commission

Mr. Snowden: Gentlemen, just to remind you I proposed to you a rules revision in our last meeting. The purpose of that was to make one edit that was minor. The minor edit had to do with the agenda and how it was organized, standardizing with BZBA, and Design Review Board as it's functioning now and the second was to delete a section in the rules it stated that three members were required to approve of certain motions and the wording was a little bit confusing. A better version of that is going to be appearing in the code as of our City Council meeting coming up in a week from Monday. If there's any additional questions, if not I would just ask for your support of those rule changes.

Mr. Hicks: We read these rules at our last month's meeting, correct?

Mr. Snowden: Correct.

Mr. Hicks: Did we... Now we wouldn't approve these rules... Or we can approve these rules, but most things we just recommend to Council for approval?

Mr. Snowden: Correct. The Charter and the Code gives the Planning Commission the power to create their own rules subject to approval by Council. So, Council could theoretically over-turn your rules if they wanted to, but they're not going to.

Mr. Hicks: So, this would be the second time we've reviewed to approve these rules?

Mr. Snowden: Correct. The way the rules are written for both BZBA and Planning Commission there must be 30-days between when you receive rules and when you actually vote on them. You received them 7-days before the last meeting, almost 40-days have gone by and so you're ready to approve them if you're comfortable.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven Hicks, Commissioner
SECONDER:	Tyler Cullinan, Vice Chairman
AYES:	Cullinan, Zollars, Bowman, Hicks
ABSENT:	Bizjak

2. Other Discussion

Mr. Hicks: I would like to, between this meeting and next meeting, dive into some of the city standards, as far as engineering, design, architecture, maybe even historic standards and look for some low hanging fruit that maybe we can do to improve or to make ourselves a little bit more comparative to other communities in the neighborhood. Just in my professional work I deal with that quite a bit, as far as the thickness of a private road standard should be and things like that. With the help of staff, I want to reach out to staff; I'd like to just locate what those city standards are. Maybe mark them up, circulate them to staff to be distributed before the next meeting. We could have a discussion maybe some real easy common sense recommendations to Council to modify the city standards.

Mr. Zollars: Mr. Snowden, would we be able to do that?

Mr. Snowden: Mr. Hicks, I'm going to recommend that we push that off one month and here's why. You are going to have at least four items for your review at the next Planning Commission and two that are on for Design Review Board, and possibly some more depending on exact timing.

Mr. Hicks: So, next month's meeting you're anticipating will have a....

Mr. Snowden: I figure the agenda will be full. What's happened is you've had some things go to City Council as of January 1st. Now these re-zonings that start at City Council, these code changes, so you're going to have a little bit of a full agenda, but here's what I would recommend. I will send out some of the existing documents and we can start the discussion. First, I want to educate everybody on what we have, maybe what's missing, and after we get through next month I think we'll be in the clear a little bit for a couple months just based on how things tend to progress. Once the revision to the re-zoning and code change process

that's working its way through City Council right now and coming for your review next month, once that is in place there will be a clear process for the Planning Commission to review something and propose it to City Council. Right now, any zoning, district change, or code change starts as an ordinance, goes through City Council, and then is referred to you, and then you refer it back. Under what I'm proposing for a re-zoning code change proposed by staff or recommended by Planning Commission, Commission will review those directly and if the Commission wants to make any recommendations to City Council saying, for example, if Commission wanted to say the historic guidelines are really out of date, we've made a few notes, but we really need a professional consultant to go over this, you can by motion send that to City Council and say, hey, City Council, here's our official position as the Commission. I think that will help the process move forward. Right now, the way that it's been set up your review is almost perfunctory rather than a way a Planning Commission should really function, which is actively looking through these things. I would recommend a month out. Let's start the education process. I'll go through some of the documents, the ones that are posted through the website, some that might not be, but are used internally and we can start going from there. You're also going to eventually need the help of probably our City Engineer. If you want to talk about any engineering standards we'll have to get our engineer involved, which is awesome.

Mr. Hicks: That would be helpful. I just want to get started, so if you could point me in the right direction. I spent about 30-minutes going through the code online and everything is available on there and it just wasn't super clear exactly where our standards are going to be for those things and I deal with them all the time. I think it would just be nice we could improve that and I don't want to reinvent the wheel, but maybe if we see something in there that, hey, code only requires an inch and a half of asphalt and everybody is wondering why parking lots are not holding up over time then we could look at that and match another communities standards.

Mr. Snowden: Absolutely, let's educate so everybody understands what's existing and that will give you all the point to say ok now we're ready to move forward and address this item specifically. This is the worst of the worst and so on. It's always been piece mail and nobody's ever actively taken a group look at it. That's great.

Unknown: Would staff mind defining perfunctory?

Mr. Snowden: Truly, I think the review, and I see the smiles because it's funny, but what I'm saying is that the review was almost like yeah, we're going to listen to, and I'm not saying this of any specific entity or any specific person on City Council past or present, I'm just saying the way the things have gone here, it's been like, oh, yeah, I guess we've got to send that to the Planning Commission rather than, hey, these proposals should come from a Planning Commission because Planning Commission is making the case for why change is needed on item X. That's what we're talking about when I'm talking about changing everything from in terms of the zoning process.

Mr. Hicks: Just in my experience, working in other communities, if you're going to go in and do a development and a municipality, you start at Planning Commission with a concept or a

preliminary development plan. Assuming that gets approved it goes to Council. Here it seems most of the re-zoning and development plans start at Council, then go to Planning Commission, and get back to Council.

Mr. Snowden: Specifically, re-zonings are, and that's what I'm trying to get changed, but there's a whole lot of different models out there for how a Planning Commission, a City Council, and a Design Review function can work. We were not using any of those. As Design Review Boards functions are merged in to the Planning Commission and the process for zoning is modified we're going to have the opportunity to choose from one of several models. For example, there are many Planning Commissions that instead of having a formal meeting every time they meet they meet in a work session format and then in a formal meeting format. Those are the types of things rather than having the circuitous process, I'd rather spend the same or less amount of time and have better quality product from that.

Mr. Hicks: Well, I think it would also be a good opportunity for developers or to attract a development. It's something like where the City of Delaware has, where you can submit like a non-binding concept plan to a Planning Commission.

Mr. Snowden: From comments?

Mr. Hicks: Yeah, it's like \$500 for the fee. Submit it. You get a staff review. You get a written report and you get to go before a Planning Commission to pick their brain about stuff, but you're not committed to anything that you've put on paper. You're not committed to anything, so that when you go back to do preliminary you feel like you're ahead of the game. You're not fighting battles because you already know what those battles are going to be. So, I think changing the structure and maybe thinking about ideas like that to where we make it easier for people to invest in the community without putting a whole bunch of risk out on the table without them investing a whole bunch in soft costs and fees and consultants. Here's another idea, is it a yes or a no, in concept is great.

Mr. Snowden: I think Mr. Hicks is absolutely on the right track. I know Delaware's Planner personally, so I'll reach out to him. There Director of Community Development and talk to him about. I'm not familiar with their specific process, so I understand what you're saying. The big thing to take away and again I'm looking forward not backward, but the big thing to take away, I think you we are trying to run a city development approval process with some of the same tools that were being used in 1960 and not only has the world changed, the development process, the regulatory system in general has gotten a lot more complex. There's tools that we weren't using. We weren't using them correctly. We're ready for that next step when Planning Commission is really united with the responsibilities of the existing Design Review Board it's going to be game time and there's going to be a much smoother path to comment on things, get feedback from Mr. Bowsher and myself, send that to City Council, and hopefully motivate them. You might not convince them on every item, but make the case for the need for change rather than just being a step in a process. Really being something that is a force for change.

F. ADJOURNMENT

Mr. Zollars adjourned at 6:48 pm.

Chairman



Planning and Zoning Administrator