

Athens City Planning Commission
Minutes of Regular Meeting
Thursday, June 8, 2017, 12:00 p.m.

The regular meeting of the Athens City Planning Commission was held in the Council Chambers, third floor, at City Hall on June 8, 2017.

Attendees: Tom O'Neil, Edward Renzelli, Conor Morris, Samantha Taylor

1. Call to Order

Christy Zempter called the special meeting of the Planning Commission to order at 12:10 p.m. and administered the oath to all who intended to speak before the commission. Quorum was established.

PLANNING COMMISSION MEMBERS:

RJ Sumney, Chair	Absent
Christy Zempter	Present
Nancy Bain, Vice Chair.....	Absent
Steve Patterson, Mayor	Present
Paula Horan Moseley, Service-Safety Director.....	Present

STAFF:

Paul Logue, City Planner	Present
Rick Sirois, Code Enforcement Director.....	Present

2. Disposition of Minutes

Paula Moseley moved to accept the May 18, 2017 minutes. Steve Patterson seconded. All present voted aye. Motion passed.

3. Cases

**Case #17-13 Title 41
Menards
2009 E. State St.**

Rick Sirois/Summary

Menards of 5101 Menard Drive, Eau Claire, Wisconsin has requested approval to develop parcels E040280100801 and E040280100801, originally 0 State Street and now with newly assigned addresses of 2009 and 2011 East State Street. Plans are to construct a commercial store and accessory building as well as a future out lot parcel. These parcels are located at the far end of East State Street across from Della Drive, at the end of the west bound Route 50 off ramp and where East State Street and the bypass meet.

City staff provided site plan review comments and this morning he received answers to those comments from Menard, Inc. which he has included in the commissioner's packets today.

Tom O'Neil/Menard, Inc.

He is here today seeking site plan approval to construct a Menards. The project was introduced to the Planning Commission as a communication at a previous meeting. Clarified that the footprint of the principal store is 200,000 sq. ft., of the accessory building is 50,000 sq. ft. and of the outdoor sales area is 200,000 sq. ft. Menard, Inc. has been working closely with city staff and the boards & commissions to address zoning, design, traffic, and coordination for planned improvements for East State Street. This is all coming together so they are requesting approval at this time. They recently received approval from the Shade Tree Commission. In addition to installing an increased quantity and variety of trees, they will be banking trees as well.

Discussion

Christy Zempter: To clarify, the footprint of the main store is 200,000 sq. ft. and the 940,645 sq. ft. figure is the entire lot size. So the total is around 450,000 sq. ft. for the main store, accessory structure and outdoor sales area.

Paul Logue: This is broken down on page #CT1 of the plans.

Rick Sirois: The large map has it all as well.

Paula Moseley: In blue, on the Metro Consulting Associates document, are the answers to all the staff questions. Wants to make sure that all the staff recommendations are included if they move forward with an approval. It appears that they have adjusted all their plans to comply with AFD, EPW, hydrology, EPA, and storm water management, etc.

Christy Zempter: Any variances required have been approved by the BZA. The Shade Tree Commission has approved their plans as well.

Paula Moseley: Was there going to be an access road for the property to the east (the green out lot)?

Tom O'Neil: They will use the same access point across from Della. They are avoiding the wetland, and the flood plain area will be graded but remain undeveloped.

Christy Zempter: Asked Paul Logue about his flood plain compliance notes.

Paul Logue: They have done everything to code.

Paula Moseley: Noted that regarding the compensatory storage rule that is currently in place, it won't change anything in existence now, as it was put in place as a best practice but has not proven to be a benefit to the community.

Steve Patterson moved to accept Case #17-13 Title 41 Menards with the assurance that the staff review recommendations for the modifications are incorporated in the final plans. Christy Zempter seconded. All present voted aye. Motion passed.

4. **Communications**

Bylaws and Rules of Order

Paul Logue: He and Planning Commission Chair RJ Sumney met to discuss bylaws in more detail. He sent emails to city planners around the state requesting feedback about their policies and received comments back from about 7 or 8 and included those in a packet for the commissioners. At the last meeting he stated he would be looking at statute and reports that the powers and duties for planning commissions are identical regardless of whether it is a statute or charter; only difference is who is appointed to the body (ORC 713.01). The powers are listed in ORC 713.02. Mr. Sumney found a model commission bylaws document, so with this and the information he has gathered he is hoping to put a draft together by the next meeting. Some items to consider include time limits for discussion, setting rules and procedures relating to public notice, and quorums.

Steve Patterson: Another item to consider under bylaws is time limits for presentations. As a communication this could be longer since it is being presented for the first time, but the time limit could be shorter when coming up again as a case.

Paula Moseley: Also consider whether to add “items not listed on the agenda” as an agenda item. Oxford, Ohio has clearly defined rules and is a charter city.

Steve Patterson: ORC 713 is pretty short and it states “may establish a city planning commission” not “shall”.

Christy Zempter: Is looking forward to seeing Paul Logue’s draft bylaws.

Paul Logue: Please contact him with comments or any additions for the draft.

5. **Report from City Planner and Director of Code Enforcement**

Paul Logue

- Last week the BZA awarded a variance for the compensatory storage requirements in the 20 year flood plain for the new city pool. He believes this was the last development issue to resolve for the pool.
- The statewide conference of the Ohio Chapter of the American Planning Association will be in Athens 9/28 & 29 this year. Mayor Patterson will be on a panel. It would be good to see commission members attending as well.

Rick Sirois

- He has nothing yet for the next meeting scheduled for June 15th.

Steve Patterson moved to cancel the June 15, 2017 meeting. Paula Moseley seconded. All present voted aye. Motion passed.

6. **Opportunity for Citizens to Speak**

None

7. **Announcements & Other Business**

- Next meeting will be Thursday, July 6th.

8. **Adjournment**

The meeting was adjourned at 12:39 p.m.

Christy Zempter, Planning Commission

Patricia Witmer, City of Athens