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PLANNING AND ZONING COMMISSION

Minutes of the Zoom Meeting OF January 20th, 2020

- Attendees: P&Z Commission of the Village of Galena Members Mayor Jill Love, Kathy Krupa, Stan Swisher, Nick Pezzuti, Alison Cherubini-Hillyer (New Commission Appointee) Zoning Inspector Levi Koehler, Suzanne Rease (Stand in Clerk). Galena Residents, Dave O'neil, Kathy Farkas, Zach Hopper
- Meeting called to order at 7:01pm

ROLL CALL

- Present were P&Z Commission Members Jill, Kathy, Stan, Alison, and Nick

Presentation of the Minutes from December 16th, 2020 meeting

- Motion to accept the minutes by Kathy Krupa
- Second by Nick Pezzuti
- Roll call vote: Kathy, Alison, Stan, Jill, Nick – unanimous yes

GUEST PARTICIPATION – None

SUBJECT DISCUSSIONS:

Swearing in of Alison Cherubini-Hillyer as new Planning and Zoning Commission Appointee by Mayor Jill Love.

For discussion, continued by Mayor Jill Love, the ongoing work being done to the **2020 Zoning Code Review and Draft** (Development Plan).

Mayor Love had consulted with Ken Molnar to discuss and confirm the appropriate process to amend the Zoning Codes for Development.

Any amendment to the Zoning Codes has to be initiated by one of the following;

- Motion from the Planning and Zoning Commission
- Resolution adopted by the Council of the Village of Galena
- Or an application filed by a property owner requesting a change in zoning

If none of these had occurred yet then the P&Z commission would need to adopt a resolution to request modifications or amendments to the Zoning Codes.

Mayor Love reminded the group that at the December 16th meeting a motion to adopt the resolution for modifications to the Zoning codes had been unanimously approved to send on to the Village of Galena Council once completed.

P&Z will need to set a public hearing no sooner than 20 days after the resolution is adopted. The notice of the hearing will be published at least 15 days prior to the hearing and notify the time and place as well as the nature of the hearing. The notice must also state that at the end of the hearing the matter will be referred to the Village Council. Within 15 days of the any Public hearing the P&Z Commission will make its recommendation to the Council to either, approve, modify or deny the amendments.

Once Council receives the Planning and Zonings recommendations for amendments to the Zoning Codes, the Village Council must schedule public hearing, no later than 40 days from the receipt of the recommendation for amendments from the P&Z Commission.

Within 30 days of the public hearing the council must either adopt, modify or deny the recommendations for amendments to the Zoning Codes.

In order to deny or modify the recommendations put forth by the Planning and Zoning Commission they must do so by $\frac{3}{4}$ vote of the entire council. Legislations can also be passed by emergency.

All Amendments adopted become effective within 30 days after its adoption by the Council, unless passed by emergency which become effective immediately.

All directives above based on Zoning Codes 27.01 and Ohio revised code 713.12.

Alison reviewed the live document that had been created titled "Key Changes" to the Zoning and Development Ordinances that captures all the divergences from the original 2001 Zoning Codes to reflect the work and requests for changes that the Planning and Zoning Commission anticipates forwarding to the Village Council.

Many changes aligned densities to the overall Master Plan of the Village of Galena.

Nick Pezzuti shared his research online into recommended housing versus commercial percentages or ratio did not supply much insight that the group could reference. Alison and Mayor Love attended a meeting involving neighboring communities and asked if there was a formula to determine housing versus commercial ratios to which there were varying degrees of information available.

Nick/Jill stated 40sf of commercial per person seems to be a "general" rule. Alison stated that ratio had been added to the charter that will be advanced with the Council for review. Alison also stated that Arrowhead is Planned Commercial currently if that converts to residential or planned mix use, the commission will need to re-evaluate.

Jill stated that the Primrose Group and two office buildings is moving forward at Corner of Rte 3 and South Galena. Levi stated the plan submittal should be coming to him by the 25th. Those 3 buildings will be commercial. Jill continued to inquire if Levi knows what the owner's future plans are for Arrowhead. Jill has spoken with the developers from Trader Joe's and found Galena an interesting possibility.

Nick circled back to Alison's point that we need to carefully plan PMUD's versus Planned Commercial. Alison referenced Genoa's districts and densities could be a template for Galena to utilize. Levi stated that the Primrose will be based on existing Codes, and any requested amendments may need to be reviewed based on the newest outline.

Kathy Krupa asked if there was any existing list of commercial revenue currently available for the Village of Galena. Suzanne will look to establish a list of existing commercial and what the Tax Revenue has been based on the existing Commercial.

Nick asked if the SF of the existing commercial could be determined then compared to the revenue they generate. Mayor Jill asked Alison to summarize the state of what needed to be finalized. Planned Commercial needs to be defined by determining current Commercial and Mixed Use. Mayor asked for additional information to be gathered on the Village Commercial by Commission Members doing some homework. Nick P. committed to help determine the Sq Ftg of existing, while Suzanne Rease will review Tax Revenue.

Mayor Jill suggested getting an opinion of Bob Lamb or Rob Platt of the Delaware Area Finance Authority. Unanimous agreement to get their opinions.

Alison continued to outline the "Key Changes" document and how the Village Council will be able to reference in detail all suggested changes.

Nick, Kathy and Levi agree that the document is getting very close to capturing all areas of requested changes.

Kathy Krupa asked about the (PAE) Planned Adult Entertainment district was for, and did not recall any conversations that had been had regarding that district for planning purposes. Ken Molnar provided context in which the Village cannot refuse PAE development but the ordinances in place are stringent enough to control that type of development district.

Galena Resident Kathy Farkas commented that Primrose addit may help to keep PAE's out of the Village due to existing ordinances limiting PAE proximity to schools, and churchs. Levi agreed.

Alison asked the Commission review the latest version of the "Key Change" document for anything that may be missing.

Mayor Love shared that the many questions that were taken to Ken Molnar, Village solicitor, have also been included in the document to capture everything in one location. Mayor Love also asked that in the event a developer comes back with a variance to the Zoning Code verbiage be added to the "key changes" ordinances document giving the village the ability to negotiate for incentives.

Alison addressed the section 3.08 covering the roles of the Village Council. The sections dealt with the role of the Council in reviewing recommendations by the P&Z commission. Upon further review Alison shared the gap that exists in the Appeals Process. Ken further advised the appeals process be reviewed based on addit steps existing in the Ohio Codes and that the section 3.08 be added back into the Zoning Codes.

Commission determined February 3rd can be the deadline to complete the internal "key changes" document review. Once completed Mayor Love will submit to Bob Lamb for review.

ZONING INSPECTOR'S REPORT:

Storm Water Inspections

- Storm water inspections being done by Mark, Kevin and Levi

Development Plans

- Miller Farm Engineering is almost completed

Violations Progress

- 244 N. Walnut Street Exterior Sheds near miller park

Permits

- Flint Rock New Builds
- Lithic New builds

Certificates of Compliance

- None

Sidewalk Inspections Completed

- 4 sidewalk inspections

Development Inquiries

- BlackHawk developers to come back with a plan.

Other

- Subdivision infrastructure Inspections with Kevin.
- Met with Arrowhead Lakes site manager to discuss street cleanliness
- Met Jeff Thompson from Pulte out at Arrowhead regarding Zoar Street Extension material used.

ZONING CLERKS REPORT

- Nothing to add

OLD BUSINESS

- Mayor Love cited monthly meetings have begun between Delaware Finance Authority, Big Walnut Chamber of Commerce and Big Walnut Schools to include leaders, mayors and area administrators to collaborate with regards to upcoming development. What types of needs are these areas seeing from infrastructure, and development needs, etc. Long term and Short Term shared needs, Fire and Police, etc. Grants requests were discussed as part of what Genoa has utilized. They have a part time grant writer that Galena could consider looking into. Kathy Krupa attended a grant writing class, with Jill and Alison looking into taking a similar training.

NEW BUSINESS

- The next meeting of the Planning and Zoning Commission is scheduled for February 17th, 2021 at 7pm.

ADJOURNMENT

- Motion to Adjourn at 8:10pm by Alison Cherubini-Hillyer
- Second by Kathy Krupa
- Roll call vote: Kathy, Alison, Stan, Jill, Nick – unanimous yes

CERTIFICATION I, Jodi Moehring, Clerk of The Planning & Zoning Commission of the Village of Galena, Ohio do hereby certify that publication of the above AGENDA was duly made by posting true copies thereof at five (5) of the most public places in the Village of Galena as provided for in Resolution No. 2015-18 enacted by the Council of the Village of Galena on November 23, 2015.

