



Village of Galena PLANNING AND ZONING COMMISSION

MINUTES OF THE MEETING OF November 20, 2019

The Zoning and Planning Commission of the Village of Galena met on Wednesday November 20, 2019 in the Council Chambers of the Village Hall at 109 Harrison Street, Galena, Ohio. Present were members; President Tom Hopper, Stan Swisher, Alison Cherubini-Hillyer, Mark Brooks. And Kathy Krupa. Also present were Village Zoning Inspector Kenneth Levi Koehler, and Zoning Clerk Suzanne Rease. Other members of the community were present Dave O'Neil, Zach Hopper, Monica Cubberly, Allie Nieler, Kathy Tahas, Dave Walker and Jill Love. The meeting was officially called to order at 7:00 P.M.

Copies of the minutes from the meeting on October 16, 2019 had been distributed to all members by the Clerk. A motion to approve the minutes was made by Mark Brooks and seconded by Kathy Krupa and passed unanimously.

Zoning Clerk, Suzanne Rease, announced the scheduled court reporter was unable to make this meeting because she has been working on a trial and the judge held the court reporter until the trial was finished.

At 7:02 A Public Hearing was called to order on the continued application of Galena Commerce Center LLC, for APPROVAL AMENDMENT TO A DEVELOPMENT PLAN for the following described property

Situated in the Village of Galena, in the Township of Berkshire, in the County of Delaware, and the State of Ohio.

Being known as 72 Holmes St., Parcel number: 41743102042000

Nathan Harrington, engineer for Plan 4 Land, and representing the applicant explained the Galena Commerce is hoping to build a new warehouse at the location shown on the attached map.

Kathy Krupa asked about the rest of the property.

Zoning Inspector Kenneth Levi Koehler stated that would be covered in his report.

Zoning Inspector Kenneth Levi Koehler gave his report and explained the applicant is seeking to amend his development plan in order to construct a new warehouse that will replace one that was previously demolished.

The footprint of the proposed building is 80-feet by 150-feet. The proposed setbacks are 25.6-feet to the rear of 74 Holmes St. extending to 34.6-feet to the rear 66 Holmes St., and 84-feet to the property line along the bike trail.

If approved, a storm-water study and corresponding plan will be required to be approved by the Village Engineer.

The building will have restrooms. This will require the Owner to allow the Village to inspect the premises to determine the tap equivalency that will be required with the addition of the new building. Tap equivalency will be used to determine the billing for sanitary service. The construction of the new building will require the purchase of a sewer tap.

The proposed building is only to be used as a warehouse for Division 7 roofing. If the owner wishes to permit other uses an amendment to the development plan will be required.

The colors of the proposed building are two-tone, with the upper portion being tan and the lower portion being brown split face block.

If approved this would not include the plan for the entirety of the property, only the area in the red box labeled Phase 1. It would only allow for the construction of the proposed warehouse. The Galena Commerce Center and their planning and engineering representatives would continue to work with the Village to refine the Master Plan for the property until it is complete and ready to be heard before the Village of Galena Planning and Zoning Commission.

Zoning Inspector Kenneth Levi Koehler, recommended phase one be approved with the conditions set forth in the body of this report to allow for the construction of a warehouse to replace the previously demolished warehouse.

Kathy Krupa asked about the Walnut Creek trail connector.

Zoning Inspector Kenneth Levi Koehler, stated we, The Village could make the Walnut Creek trail connector a condition for approval of Phase one.

Discussion between Zoning Inspector Kenneth Levi Koehler and the Zoning Commission members resulted in the conditional language as follows:

The Galena Commerce Center will donate or make available a 20-foot easement along the North East property line up to the North property line and along Harrison Street. This will be shown on all submissions, and approved by the Village Engineer.

At 7:15 a motion to close the hearing was made by Mark Brooks and seconded by Alison Cherubini-Hillyer.

A roll call vote was taken:

Swisher – Yes Hopper – Yes Cherubini-Hillyer – Yes Brooks– Yes Krupa - Yes

A motion to approve the AMENDMENT TO A DEVELOPMENT PLAN was made by Mark Brooks and seconded by Stan Swisher with the conditions described above for the following described property

Situated in the Village of Galena, in the Township of Berkshire, in the County of Delaware, and the State of Ohio.

Being known as 72 Holmes St., Parcel number: 41743102042000

A roll call vote was taken:

Swisher – Yes Hopper – Yes Cherubini-Hillyer – Yes Brooks– Yes Krupa - Yes

At 7:16 A public hearing to adopt a proposed replacement to the subdivision code of 2006 was continued and called to order.

Zoning Inspector Kenneth Levi Koehler explained he has been working with The Commission making revisions and he believed all parties were in agreement on the language to be incorporated in the final draft. He stated he would send a final draft to commission.

At 7:18 motion to close the public hearing to adopt a proposed replacement to the subdivision code of 2006 was made by Alison Cherubini-Hillyer and seconded by Mark Brooks.

A roll call vote was taken:

Swisher – Yes Hopper – Yes Cherubini-Hillyer – Yes Brooks– Yes Krupa - Yes

A motion to adopt a proposed replacement to the subdivision code of 2006 and recommend it to The Galena Village Council was made by Mark Brooks and seconded by Stan Swisher.

A roll call vote was taken:

Swisher – Yes Hopper – Yes Cherubini-Hillyer – Yes Brooks– Yes Krupa - Yes

Zoning Inspector Levi Koehler gave the Zoning report.

Major Subdivision Submittal:

- **Retreat at Dustin:** The lift station has been completed. Storm Water inspections have been conducted with Mark Rufener of KEM. The engineering drawings for the second phase have been approved, and installation of infrastructure has begun.
- **Arrowhead Lake Estates:** Storm Water inspections have been conducted with Mark Rufener of KEM. Construction on homes is underway. Phase 2 construction will commence soon.
- **Blackhawk Phase-D:** Storm Water inspections have been conducted with Mark Rufener of KEM. Zoning certificates for the first homes have been issued.
- **Miller Farm:** Homewood representatives have been in communication with the Galena United Methodist Church regarding an entrance and sewer access. No new information.
- **Ross Estates Subdivision:** The lot split is under has been approved, Home has been sold. The contractor has been working with the Village regarding the sewer main extension.
- **Blackhawk G.C./Wright Farm:** Champion is pursuing withdrawal from the Village.

DEVELOPMENT PLANS

- **72 Holmes St./Galena Commerce Center:** A preliminary development plan has been submitted and comments have been returned. Phase one will involve the construction of a warehouse to replace one that was previously demolished.
- **39 Middle St. Talula's:** Some work on the foundation has taken place. A Zoning certificate for the rebuild has been issued. Basement walls have been poured. Construction continues.
- **Zoar Development:** AEP has returned power line rerouting possibilities to the owner. None of the provided options are cost effective, or solve the issue in a way that is beneficial for the land owner.

VIOLATION PROGRESS REPORT:

Exterior Property Maintenance: The Village has issued notices of violation to the following:

- **311 Walnut Street (Rental):** Windows have been repaired. Owner has had no recent contact with the Village.
- **104 Holmes St.:** Debris in yard/driveway. Residents have been working toward compliance. Improvements have been made.
- **244 N. Walnut St.:** Sheds in disrepair.
- **51 Middle St.:** Soffits in disrepair. Home is for sale.

PERMITS ISSUED:

- 580 N. Walnut- Storage building
- 201 Honeywood- New Build
- 203 Honeywood- New Build
- 205 Honeywood- New Build
- 207 Honeywood- New Build
- 209 Honeywood- New Build
- 211 Honeywood- New Build
- 213 Honeywood- New Build
- 215 Honeywood- New Build
- 217 Honeywood- New Build

- 219 Honeywood- New Build
- 221 Honeywood- New Build
- 223 Honeywood- New Build
- 737 Fescue- New Build
- 300 Hawking Dr.- Pool
- 621 Arrowhead Dr.- New Build
- 225 Red Oak Lane Retreat Temporary Sales Trailer 2/13/19. Expires 2/26/20.

SIDEWALK INSPECTIONS COMPLETED:

- 683 Flintlock
- 694 Flintlock
- 677 Fescue
- 715 Zoar

OTHER:

- Fulfilled several public records requests
- Assigned Addresses for entrance feature at Estates at Blackhawk for electric service

Zoning Inspector Kenneth Levi Koehler added the sales trailer on Red Oak Lane was being removed and sales will be done from the club house.

Mark Brooks made a motion to adjourn the meeting. Stan Swisher seconded the motion. Motion passed unanimously. The meeting was adjourned at 7:24 p.m.

Zoning Clerk

Chairman

CERTIFICATION

I, Suzanne Rease, Clerk of The Planning & Zoning Commission of the Village of Galena, Ohio do hereby certify that publication of the above MINUTES were 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.