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PLANNING AND ZONING COMMISSION

Minutes of the Planning and Zoning Meeting of September 15th, 2021

- Attendees: Village of Galena P&Z Commission Members Mayor Jill Love, Kathy Krupa, Alison Cherubini-Hillyer, Nick Pezzuti, Timothy Erb, and Zoning Inspector Levi Koehler. Village of Galena Residents present, George Reese of Division 7 Roofing and via Zoom JoAnn Cubberly, Lisa Virgen, Zach Hopper, Kathy Farkas, and Mary Howard
- Meeting called to order at 7:00pm

ROLL CALL

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

Presentation of the Minutes from July 21st, 2021 meeting

- Motion to approve the minutes by Alison Cherubini-Hillyer
- Second by Timothy Erb
- Roll call vote - unanimous yes

Presentation of the Minutes from August 11th Public Hearing

- Motion to accept the minutes by Timothy Erb
- Second by Nick Pezzuti
- Roll call vote - unanimous yes

GUEST PARTICIPATION – George Reese, Owner of Division 7 Roofing of 72 Holmes Street. Mr. Reese had questions regarding a property at 104 Holmes Street that he had recently purchased. He plans to clear and rebuild. In the process of planning to rebuild, Mr. Reese had questions about the area Zoning. Levi Koehler shared that the area had been rezoned from Planned Industrial with Residential variant, to Planned Residential. Mr. Reese outlined his consideration for potentially rebuilding to reside there, or rental property or for industrial use. Levi stated that all were viable as any of them would have to come thru the Planning and Zoning commission and/or additionally a hearing process if he wanted to re-zone for Industrial. Mr. Reese asked additional questions about parameters for zoning permits. Levi Koehler stated that currently there is no Architectural Criteria outside of the main part of the Village Center. Due to it being a planned residential he would have to bring the plan to the Planning and Zoning Commission for the review process. Mr. Reese shared that the existing property will be donated to the BST&G Fire District to do a controlled burn for training purposes. Mayor Love thanked Mr. Reese for his involvement in the Village and his plans to improve the area.

SUBJECT DISCUSSIONS:

- Ongoing Planning & Zoning Commissions review of the **Village of Galena Master Plan**.

Meeting continued with the review of the Master Plan and the divisions of work being done by the Planning and Zoning Commission members thru Microsoft Teams spreadsheet. The efforts are being done to update the Master Plan areas that have not been updated since 2001. Mayor Love shared that it was easiest for her to work thru the sections of the Master Plan document itself and making notations throughout the document by highlighting the area needing review, and adding comments into the right hand margins of the live document. Mayor Love shared her screen of the spreadsheet document that Alison Cherubini-Hillyer implemented to track original sections versus notations for update of verbiage improvements and expansion. The decision was made that any changes that would need to go to council will be tracked thru the spreadsheet.

Discussions and comparisons of the Master Plan continued with Section 4 Infrastructure by Nick Pezzuti of the P&Z Commission. His section includes many maps and pictures that need updating. Nick asked for assistance on any of the pictures and maps that need updated. He also raised a question about the Waste Water Treatment Plant and whether we knew how much of its current capacity is being used. Levi Koehler shared that Mark Ruffener, the Village Engineer would be able to site that information.

Nick stated that Sunbury's lists a per house average usage (350-400Gal / day) that once we understand the Galena usage we should make notation in the Infrastructure section so that there would be a basis for understanding needs for future Waste Water Treatment development.

The Map detail needed for Section 4 could come from Delaware County Regional Planning, or Map office of Delaware as suggested by Levi Koehler. If the Village of Galena P&Z Commission marks up Maps and send them to the Delaware County Map Office they will update taking into account any notes that are made outlining changes needed.

Alison Cherubini-Hillyer suggested that each member with a section that needs Maps updated create a list of the Maps needing updated. Then those Maps could be run by Levi prior to sending to the Delaware County Maps Office for said revisions and/or updates.

Section 6 as reviewed by Commission Member Timothy Erb covers Natural Environment. The Maps in his section reference tree canopies. Mr. Erb spoke with both the Auditors office and Lisa Bowers with the Ohio Department of Natural Resources. He utilized a process to figure the percentage of canopy suggested by these resources. The current tree canopy of the Village of Galena proper is at 38%. Timothy Erb asked if the Village of Galena would want to adopt a tree preservation ordinance. There is a current outline within the Village Subdivision Regulations that require a certain amount of tree preservation during development.

Mayor Love asked that each commission member as they are reviewing their sections and making updates or including information that the group documents who their sources were and site where the information and references came from. That way any future endeavors to update the information can utilize the same sources for information.

Kathy Krupa asked if we had documentation of the flood plain regulations for Section 6. Levi stated we usually refer back to FEMA recommendations on that. Kathy Krupa stated that we could possibly remove that from the section then.

Mayor Love continued with her section 7 for Potential Growth. Areas where the verbiage could be updated. The Development scenarios under Land use and Design are where certain characteristics are outlined. Should the commission ask for Village feedback thru surveys as to whether the characteristics need to be more specific of defined styles? Additionally Mayor Love mentioned that there are no parcels of lands that are set aside for future schools.

Emerging Green City was defined for Mayor Love by Levi Koehler. Many practices that are in use are referenced as being green but the "above and beyond" efforts can include maintenance that would be difficult for the Village to sustain. The Standard practice is of preserving environmentally valuable areas throughout the Village of Galena. Encouraging interconnected neighborhoods with sidewalks and trails.

Mayor Love continued her section to state that under the Residential Development section verbiage that outlines the income definitions be expanded to not be as narrowly defined. The discussion expanded to commercial space per resident

for the Village. The repeated reference came back to 40 Sq Ft of Commercial per Resident. Commercial Development would be limited by some of the Village's natural boundaries.

Nick Pezzuti asked about the Galena Commerce Center, that is George Reese's business area off of Holmes Street. Mr. Reese continued to share that in general terms 1500 Sq Ft of Commercial typically offers employment to 4-6 people. Mayor Love continued to outline that without Commercial Tax Revenues Galena can increasingly become a bedroom community that has higher municipal tax rates as the costs of municipal services are born entirely by the residents.

Mayor Love stated that under the Commercial Segment she would look to updating the pictures to be of the businesses within Galena. Nick asked what was the Zoar Development. Levi Koehler specified the location and that there was some issues between the owner and AEP regarding placement of the lines.

Mayor concluded and passed on to Kathy Krupa for Section 8. Kathy stated that she had not done much within Section 8, but circled back to Section 5 that had been skipped earlier and asked for Levi's input. Section 5 - Land Use pertains to Current Village Land Use, Zoning, Buildings and Uses, as well as Maps. Levi Koehler, and/or Mark Rufener can be a resource to help Kathy outline the details for these sub-sections.

Alison asked if the Delaware Planning Regional Report would include some of the details that Kathy needed.

Mayor Love shared that Delaware County Regional Planning offices could be of help to review what the Planning and Zoning Commission does to the Master Plan prior to finalizing sections. Another goal of the process is to create and put together a Survey to the residences of the Village for input for the future development master plan.

Alison Cherubini-Hillyer outlined 5 areas of focus for input to generate the Survey questions;

- Community Character
- Traffic/Parking and Pedestrian Circulation
- Recreation and open spaces
- Growth
- Services

Each section could have sub-set questions to garner residents input. Kathy Krupa asked about Miller Park and the grassy area, asking how it could be more utilized by the Village. Nick Pezzuti stated it is never used. Alison shared that the survey could return some great ideas for the under used spaces. Kathy stated that the cyclists that are always thru the center of the village could really use a public restroom closer to the center of the Village. Timothy Erb suggested efforts to add bicycle racks to the center as well. The Commission continued to discuss possible areas that will receive feedback. The deadline from the Commission members for any survey suggestions is 2 weeks. Ultimately the distribution will be thru existing email lists that the Village has, as well as other social media, and HOA communications. Alison Cherubini-Hillyer suggested a Theme of the Survey to be "Keeping Galena Quaint".

Additional sections of the Master Plan to be reviewed by P&Z members as they go thru them and the ongoing review will continue in the Planning and Zoning Commissions future meetings.

ZONING INSPECTOR'S REPORT:

Major Subdivisions

- Retreat at Dustin – storm water inspections. Phase 2 Construction underway.
- Arrowhead Lake Estates: Storm Water inspections have been conducted by the Zoning Inspector and Mark Rufener of KEM. New contact with builder.
- Blackhawk Phase D under construction, and storm water inspections.
- Miller Farms – engineering approved. Issue with City of Columbus regarding crossing but the issue has been addressed.

Development Plans

- 1811 South Galena Rd. – engineering ongoing
- 51 Middle St. – about to move dirt.
- Vans Valley / Joe Walker – preparing development documents

Violations Progress Report

- List compiled and sent.

Permits Issued

- Several New Builds (92 YTD)
- Fence
- Deck

Sidewalk Inspections Completed

- Three inspections at Pulte

Zoning Ordinance Amendments have been recommended to the Village of Galena Council. The Hearing before the Council has been scheduled for September 27th at 7pm.

Sambucca's has sold. New owners plan to keep it as a small grocery / deli / nursery.

ZONING CLERKS REPORT

- Nothing to Add

OLD BUSINESS

- None

NEW BUSINESS

- The next meeting of the Planning and Zoning Commission is scheduled for October 20th, 2021 at 7:00PM (EST)

ADJOURNMENT

Motion to Adjourn at 8:07pm

- Motion to Adjourn by Kathy Krupa
- Second by Alison Cherubini-Hillyer

Roll Call Vote – Unanimous Yes.