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PLANNING AND ZONING COMMISSION

Minutes of the Planning and Zoning Meeting of November 15th, 2023

- Attendees: Village of Galena Mayor Jill Love, P&Z Commission Members Alison Cherubini-Hillyer, Peter Casuccio, Michael Fry and Tim Erb. Also present, Levi Koehler Village Zoning Inspector. Residents of Galena present for the meeting were Tom Hopper, Kathy Krupa, Michelle Parsons, Mary Howard, Margaret Fry and Jeff Kinnell.
- Meeting called to order at 7:00pm

ROLL CALL

- Present were P&Z Commission Members Alison Cherubini-Hillyer, Pete Casuccio, Mayor Jill Love, Timothy Erb and Michael Fry

Presentation of the Minutes from September 20th meeting – **Tabled for review by Ken Molnar**

- Motion to approve NA
- 2nd NA

Roll Call Vote NA

Some Planning and Zoning members concerned with verbiage utilized within the minutes. Village Attorney Ken Molnar to review the minutes versus the court reported version. Mayor Love re-listened to recorded version of the minutes, not sure that the minutes can be legally changed.

GUEST PARTICIPATION

- Galena Resident Michelle Parsons** approached the microphone with questions about the Arrowhead Development Proposal from last month's meeting. It was her understanding that a council member is a realtor with a branch of ReMax Real Estate. The broker/agent for the developers that brought a proposal for Arrowhead to the September Planning & Zoning meeting is also from a ReMax Real Estate Brokerage. Michelle continued that the council member should recuse themselves from any decision process for the Arrowhead development proposal.
 - Mayor Love** shared with everyone that when she became a licensed realtor she requested the assistance of Ken Molnar, Village Attorney to create a legal agreement that would restrict Jill from performing Real Estate transactions within the Village of Galena. Mayor Love also shared that she will no longer have a voting role in any of the Village Governing committees by the time an Arrowhead proposal would be up for voting. If she were still in any voting position Mayor Love agreed with Michelle that it would be appropriate to recuse herself from any vote.
- Galena Resident Mary Howard** approached the microphone with questions on the Galena Map that were provided as part of the meeting documents. Levi Koehler shared that the lines were colored red to outline Galena. Mary questioned the area that was noted to be annexed to Sunbury. Levi explained the notations on the map to help with her questions. Mayor Love shared that the sewer districts were also being redefined and updated. Mary second question had to do with the meeting minutes discrepancies and why there could not be a court reporter at each meeting. Mayor Love shared it was an expense that the Village could not continue to have. Court Reporters would only be present whenever the meetings included any public hearing.

SUBJECT DISCUSSIONS:

- Overview of the engineering changes for the Division 7 New Office building.**
Levi submitted for review, a development map, emails between Levi and Mark about the project, and the Engineering Checklist from KEM. These documents were provided to the P&Z Committee members for review. Levi stated the project

was approved thru Planning and Zoning previously. There are some small Engineering Changes. Mike Fry asked what the proposal is for and whether Division 7 would use it themselves. Levi shared that it is for a new office building behind their current location and is for their use. Alison Cherubini-Hillyer asked if there would be any buildings removed. Levi stated that there would be no demo to any current structures. Alison asked how long ago the original plan came thru. Levi stated it was approximately 2 years ago. Levi stated that the plan just was not constructed after the prior approval, and that this set of documents lists some engineering changes from the original that he was sharing for the group, as well as additional parking spaces from the previous version.

Motion to approve the Division 7 Engineering Changes to prior approved Office plan.

- Motion by Tim Erb
- 2nd Pete Casuccio

Roll Call Vote – 3 approve, 2 abstained (ACH and MF)

Resident Kathy Krupa stood up and stated that the plans should not be approved without the committee going back and doing a thorough review.

P&Z member Peter Casuccio asked for clarification of the prior process that occurred for the Division 7 Office Plans. Levi stated that the plans were approved 2 years ago, the next step of engineering review by Division 7 to come back and get Approval to Build was not completed by Division 7. The owner of Division 7 only recently re-started with their previously approved plan and worked with Levi Koehler and Mark Rufener to go thru the next step in the process; the engineering review. The documents provided for today's meeting were those that outlined any engineering changes that were deemed as necessary by KEM to be made to the plans for final approval and building to commence.

Alison shared that the reason she abstained from a yes vote was because she felt time to review the original plans needed to be given to the P&Z committee.

Pete asked again for clarification that due process was in fact followed, just significantly delayed. Levi acknowledged that yes, due process was followed.

ZONING INSPECTORS REPORT: Full copy available upon request to Village

- Mayor Love asked Levi Koehler for what are the next steps for Miller Farms. He and Mark had recently completed the review of the pump station. Levi and Mark will finalize engineering reviews, and the financial committee will finalize their portion with the builder to take to council. Time Frames for these to occur will vary.

ZONING CLERKS REPORT: Nothing to add

OLD BUSINESS - Map of Galena for reference

- Alison Cherubini-Hillyer was asking what the areas of annexation were on the map. Mayor shared that there are 800 acres to annex to Sunbury. ACH also asked whether there were any areas requesting to annex into Galena, to which the Mayor stated none at this time.
- Mayor continued to share that the Arrowhead development may get annexed into Sunbury. The Village of Galena received a legal document from Jim Grosingers attorney stating that this may be the developers direction should they not be able to work with Galena on a plan to move ahead.
- Alison asked about the other side of the map and Levi explained that it showed the Delaware County Sewer planning and MORP input.

NEW BUSINESS

- Alison Cherubini-Hillyer wished to make a statement to clarify her trust in the current Village of Galena process to review developments. Mike Fry agreed he trusts the process as well. They both stated that it would be ideal to have more time to review any documents that need to be covered during future Planning and Zoning reviews. Levi stated he would try to get documents in front of members much sooner for future reviews.

Next meeting is at 7:00 pm Wednesday January 17th, 2024

ADJOURNMENT

Motion to Adjourn at 7:30pm.

- Motion Tim Erb
- 2nd Pete Casuccio

Roll Call Vote - Unanimous