



MEDINA COUNTY PLANNING COMMISSION
MINUTES OF MEETING
WEDNESDAY, MAY 7, 2014, 6:30 P.M.
PROFESSIONAL BUILDING, LOWER LEVEL CONFERENCE ROOM

Attendees / Representing (from sign-in sheet):

Alliss Strogin, Medina and Lafayette Townships
Ray Schulte, Hinckley Township
Gary Kiszek, Lafayette Township

MCPC Members and Alternates in Attendance:

MCPC Members:

Jeff Brandon
Jeff Plummer
Val Jesionek
Mark Kolesar
Christina Kusnerak
Ray Jarrett, 2nd Vice President

MCPC Alternates:

Lynda Bowers, President, (for Pat Geissman)
Jason Stevenson, (for Steve Hambley)

MCDPS Staff:

Cheryl Heinly, Administrative Assistant
Susan Hirsch, Principal Planner
Rob Henwood, Planning Director

I. PUBLIC HEARING – SUBDIVISION REGULATIONS

Ms. Bowers opened the Public Meeting for the purpose of the changes to the Subdivision Regulations. She asked if there was any public comment. There was none so she closed the public hearing.

She told Mr. Henwood if he would like to speak to the Board now since the public hearing is closed. Mr. Henwood said he could go over the changes as he has details, whatever the Board wishes. Ms. Bowers asked the members of the Board if they had an opportunity to review the changes and if they needed and clarification from staff regarding the proposed amendments.

At this time, Alliss Strogin, in audience, said the public hearing was closed so fast. Ms. Bowers said even though the public hearing was closed they would still hear her comments. Ms. Strogin stated that her only issue was with the electronic format. She understood about saving money and not to kill trees, but when it is sent in a pdf format they cannot print in anything other than 8 ½” x 11”. She said it is difficult to read, it is a bunch of lines, and cannot print it so it is legible. She added that you can blow up a certain section but if you do not know, what you are looking for you cannot find it and you cannot look at it. Ms. Strogin stated that the developer should be giving the township large size plans to look at but when something is sent out it needs to be in a format that can be read.

She added that she would like at least one set of large size plans delivered to the township so they can be read. Ms. Bowers confirmed that five copies are sent to Planning. Mr. Henwood said they have always made the paper copies available and of the agencies that were receiving paper copies, two have canceled receiving those. He said Planning is more than happy to mail those copies to anyone who wishes to receive them. Ms. Strogin said for the record that she wanted a paper copy.

Mr. Stevenson moved to approve the changes to the Subdivision Regulations as proposed. Mr. Jarrett seconded the motion. All voted AYE and the motion was approved.

President Lynda Bowers called the meeting to order at 6:30 p.m. and began with the Pledge of Allegiance.

II. ROLL CALL

Ms. Bowers, Mr. Brandon, Mr. Plummer, Ms. Jesionek, Mr. Kolesar, Ms. Kusnerak, Mr. Stevenson and Mr. Jarrett were all present at the time roll was called.

III. MINUTES

Ms. Bowers asked if there were any questions or comments regarding the March 5, 2014 minutes. There was none.

Ms. Kusnerak moved to approve the March 5, 2014 minutes as presented. Mr. Stevenson seconded the motion. All voted AYE and the motion was approved.

IV. CORRESPONDENCE

There was no correspondence.

V. CONSENT CALENDAR

A. Bennett Lake, 024-2014, PP Ext, Preliminary Plan Ext Request, Liverpool Township

The applicant proposes to extend the approval of the Preliminary Plan for one year. Phase One has been platted and most of the homes have been constructed; two phases remain containing 44 sublots. The entire subdivision contains 90 sublots and 47.2 acres of open space in seven blocks. The proposed subdivision is to be served by central water and sewer.

The Preliminary Plan was originally approved by the Medina County Planning Commission (MCPC) in April of 2006 and the Final Plat for Phase One in May of 2007 (see table for complete approval history).

MCPC Approval	Date
Concept Plan	February 2006
Preliminary Plan	April 2006
Final Plat, Phase 1	May 2007
Preliminary Plan Extension	March 2008
Preliminary Plan	April 2010
Preliminary Plan Extension	May 2012
Preliminary Plan Extension	May 2013

Discussion:

There was no discussion.

Ms. Bowers moved to approve the Consent Calendar consisting of Bennett Lake Farms Subdivision, Preliminary Plan Extension Request with the staff recommendation of Approval with Modifications. There was no objection. All voted AYE and the motion was approved.

VI. OLD BUSINESS

There was no Old Business.

******President Lynda Bowers stepped out for the upcoming subdivision, as she is also a Lafayette Township Trustee, 6:40 p.m.

VII. NEW BUSINESS

A. Dover Highlands, 023-2014, PP, Preliminary Plan (expired), Lafayette Township

Ms. Hirsch presented the staff report to the Commission regarding the above captioned subdivision located on the south side of Akron Road west of Hartman Road.

The developer requests approval of a new Preliminary Plan for Dover Highlands Subdivision; the existing plan has expired. The new plan consists of 283 sublots, an increase of two single-family sublots from the previously approved plan. The additional two units are a result of the elimination of a stub street to the south. Phases 1 and 2 of the subdivision has been plated and constructed. Neither Phase 1 nor 2 is built out.

The original Preliminary Plan for the subdivision was approved in April of 2003. That plan consisted of 131 acres and provided for 266 dwelling units. The Final Plat for Phase 1 was approved in May of 2004. Phase 1 included 58 cluster units and 42 single-family sublots. A revised Preliminary Plan was approved in July of 2005 that added 7 acres and 15 sublots. The Final Plat for Phase 2 was approved at the same July 2005 meeting. Phase 2 included 50 sublots.

Discussion:

Stan Scheetz, representing the applicant John Demund, had no questions, but respectfully requested approval of the expired plan. He said building stopped in 2007-08 and there are 20-lots that are unbuildable and will be purchased at auction by Ryan Homes. He said they have re-phased from the four-phase subdivision to a seven phase because they cannot afford to put in as many lots at one time.

Mr. Kolesar commented that on sublots 200-196 that bends into the forested area where it bends on the southwest part of the property in phase five, that they consider eliminating developing those properties and leave them as open space. He personally felt that it would help them sell lots. Mr. Scheetz said they would look at that with their engineer and on the same token, they are meeting and exceeding the requirements of 25% to maybe 30%. He said he appreciated the comments.

Gary Kiszak, Lafayette Township Zoning, said they met with Mr. Scheetz and most of their questions answered.

Mr. Stevenson moved to approve staff recommendations of Approval with Modifications for the Dover Highlands Subdivision. Mr. Kolesar seconded the motion. All voted AYE and the motion was approved.

**Ms. Bowers returned, 6:51 p.m.

B. Deerfield Farms, Ph III, 025-2014, RPP, Revised Preliminary Plan, Medina Township

Mr. Henwood informed Ms. Bowers that before the Board there was a letter to table the Revised Preliminary Plan and Final Plat for Deerfield Farms.

Ms. Bowers asked for a motion to accept the table.

Mr. Kolesar moved to approve the applicant's written request to table the Deerfield Farms Phase Three Revised Preliminary Plan until the June 4, 2014 MCPC meeting. Mr. Plumer seconded the motion. All voted AYE and the motion was approved.

C. Deerfield Farms, Ph III, 026-2014, FP, Final Plat, Medina Township

Ms. Bowers asked for a motion to accept the table.

Ms. Jesionek moved to approve the applicant's written request to table the Deerfield Farms Phase Three Final Plat until the June 4, 2014 MCPC meeting. Mr. Plumer seconded the motion. All voted AYE and the motion was approved.

**Ms. Bowers left the room for the upcoming text amendment, as she is a trustee for Lafayette Township, 6:53 p.m.

D. Lafayette Township Text Amendment, 022-2014 TA

Ms. Hirsch presented the staff report to the Commission for the above captioned text amendment regarding numerous sections, Section 216, Site Plan Review and Conformance; Section 224, Outdoor Lighting Regulations; Section 225, Landscaping Regulations; and Article 5, Off-Street Parking and Loading Areas.

Lafayette Township submitted these amendments for Informal Review in February of this year. The current submittal reflects most of the changes suggested at the time of the Informal Review.

Discussion:

Gary Kiszek, Lafayette Township, said because of the elections that they had to delay their May meeting until this Tuesday, so the full board has not seen the recommendations. He said when this was sent back to the Planning staff it was it was forwarded to the Prosecutor's office.

Mr. Kiszek commented that Planning staff suggested when there are large changes like this to do a preliminary review beforehand. He said it does help a lot and streamline the process. He thanked the Planning staff. Ms. Hirsch thanked the Township because it makes it easier for her as well.

Ms. Jesionek commented on the right-of-way in the landscape strip and from her experience, there are utilities usually located there. She said they should speak with the engineer to get their take on it, as they might not want trees located in the right-of-way.

Ms. Jesionek also commented regarding a section on off-street parking design saying, "...each off-street parking space at least shall have an area not less than 162 square feet." She said when you are dealing with a 45-degree angle and 60-degree angle parking she sees if they look at that language and say, 'I have provided you with 162 square feet', (if she were speaking as a developer). She said 9 x18 will not get it for 60-degree parking; it has to be wider and longer, the more severe the angle, the wider the space has to be.

Ms. Jesionek did not know if there was a way that they could introduce some language. She said someone has to oversee that so they do not spend the money, mark all the lines, and find out it is not working.

Ms. Jesionek questioned “floor area” and asked if in the definition section that talks about what is gross floor area when parking is counted or is it net. She asked if there is any place that is addressed in the code. Mr. Kiszek said no. Ms. Jesionek suggested that be addressed because someone will question “gross” or “net” floor area.

Ms. Strogin commented on the landscape strip with the right-of-way saying that Ms. Jesionek is correct and that is why they did not put any landscaping in there. She said if they do put landscaping in as they are doing on SR 18 and US 42 as they are expanding, all that landscaping is tossed.

Ms. Strogin said that as far as backing things out where she is at in Medina they should consider putting that in there, as she did not think of it. She said if they went on the gross square footage he could not make the parking when they backed out things in their zoning that allows to be backed out he had more than enough parking. She thought that they had changed the 162-foot amount to 190 so it could be a just a clerical error.

Ms. Strogin said some of the changes from the staff report were good and she thanked Susan for pointing them out.

Mr. Stevenson moved to approve staff recommendation of Approval with Modifications for the Lafayette Township Text Amendment. Mr. Kolesar seconded the motion. All voted AYE and the motion was approved.

****Ms. Bowers returned, 7:06 p.m.**

VIII. PLANNING DIRECTOR’S REPORT

Mr. Henwood said regarding the text amendments, over the time he has been here, some of them that staff has received have been very large. He said one of the things that makes a text review difficult on staff’s end is they are receiving just the text as the proposed end result. What they see is the original, the originally proposed informal review, and final proposal after the informal review without any indication of what has changed. He said if you were looking at a large document, you potentially have to look at each word in the text that is submitted, word for word to compare, back across. He requested much like the Subdivision Regulations proposal if they could get a redline version from the Townships, it would be helpful. Mr. Henwood said it would make their job much simpler. He said that in some cases they are talking innumerable hours to figure out where they got to, what changed, and what did not. He asked if the staff should draft a letter addressing it to the Township raising this issue or if the Commission should be sending the letter.

Ms. Bowers asked for consensus to have staff draft the letter with Ms. Bowers help. All members agreed. Ms. Bowers said it is an easy thing to do and makes it easy for the Township to follow as well. She said they always used to get them that way and she was not sure where they “fell off.” Mr. Henwood said since he has been back he has only seen a couple with the strikeouts. Ms. Bowers thought what happened was that many people have changed and it might be easier for the Township to do it that way.

Ms. Hirsch commented that she felt it was helpful for the Townships too because when they see the changes or see it at one location, but there is another section where it could come up again.

Ms. Bowers said there is actually a statutory process that the State uses where they mark through and mark out. She said it is very easy to do. Mr. Henwood said most folks are using Word and once you turn on the 'track changes' option you can track by various authors as well.

IX. PUBLIC PARTICIPATION

There was no Public Participation.

X. OTHER BUSINESS

Ms. Bowers said that Planning Commission members are also members of other Boards. She said on one of the other Boards the question came up in a community reinvestment area review for Portside Industrial Park on SR 18 that it is starting to be developed out now and the light is still not activated yet. She said she has been working with Mr. Henwood and Bethany Dentler to put all the information together. She said she has had a couple of discussions with Alan Biehl from ODOT and they are taking steps to activate the light now. She said there is one more piece of information that they have asked for, Bill Simmons, of Portside, is putting that information together for Ms. Bowers, and then they will be able to "bid the light back out."

Ms. Bowers said the interesting thing is the developer paid \$105,000 to have all the technology installed in the ODOT box in order to have that activated. She said that two years ago he made an agreement with ODOT that they would activate the light in exchange for some land that the developer donated. She said when they opened the box the technology was gone. They found out that it had been removed by ODOT and taken to another location where they needed it. She said they will be putting new technology back in and ODOT was a little embarrassed. That is a little of what members are doing that Mr. Thorne discussed in the work session.

Mr. Jarrett informed everyone that on August 13, 2014, Medina Township will be hosting an Ohio Ethics training session, which will be available to all government entities in Medina County whether you are a township, village, or a municipality. He said the location is tentative and further information will be presented at the next Planning meeting and in email. Susan Wilke is the presenter and she will be doing two presentations, one is at 10-11:30 a.m. and the other is 1-2:30 p.m. and a possible third if needed at 6-7:30 p.m. He said when everyone gets their email they are looking for a headcount on which two of the sessions people would like to attend.

Mr. Henwood said he would forward the Ohio Ethics Law and Sunshine Book to all the members. Ms. Bowers said for the new members, the Planning Commission does have a public body resolution for the way meetings are held, etc. She said the way notifications are done are not revisited unless they are changed. They do set the Planning Commission meetings at the beginning of every year, but how the press is notified and what kinds of meetings are held, she thought it has been about three years since they have made any changes. Mr. Henwood said in that email he would include electronic copies of the updated Subdivision Regulations once the County Commissioners do the approval. He said he would also include the Policies and Procedures in the email.

XI. ADJOURNMENT

Ms. Bowers moved to adjourn the May 7, 2014 MCPC meeting at 7:15 p.m.

Lynda Bowers, President

Cheryl Heinly, Admin Asst.