PLANNING & ZONING COMMISSION MINUTES
VILLAGE OF MADISON
Regular Meeting
February 9, 2015

Regular Planning & Zoning Commission Meeting

Chairman Rob Johnson called the Regular Planning & Zoning Commission Meeting to order at 7:00PM.

Roll Call

Planning and Zoning Commission members in attendance: Mr. Mark Vest, Mr. Dan Donaldson, Jerry Gardner, Mr. Rob Johnson and Mayor Britton. Law Director Mr. Joe Szeman and Administrator Dwayne Bailey were also in attendance.

First order of business is to appoint the officers of the board. Dan Donaldson motioned that the same board as last year be appointed again. The board will consist of Dan Donaldson, Jerry Gardner, Rob Johnson, Mark Vest, Administrator Dwayne Bailey & Mayor Sam Britton. Mr. Johnson will be chairman, Mr. Vest will be vice chairman and Mr. Gardner will be secretary.
Motion made by Dan Donaldson, seconded by Jerry Gardner.
Questions/Discussion: None
Roll call on the approval: 5 yeas, motion carried.

Approval of Minutes

Mr. Johnson presented December 8, 2014 meeting minutes for approval.
Motion made by Mr. Gardner and seconded by Mr. Vest.
Questions/Discussion: None
Roll call on approval: 3 yeas, abstention by Mr. Gardner and Mayor Britton, motion carried.

New Business: Ryan Kunsman 6240 Lake Road Madison, Ohio came before the board to ask that we make a recommendation to council to rezone parcel number 02A008B000250 at 109 N. Lake Street from a B-1 to B-2. Mr. Kunsman opened his business, Great Lakes Tattoo almost three years ago in the Village. Since the opening, business has grown such that they have outgrown their current location. They have found a different location, however; the zoning will need to be changed in order to accommodate said business. Mr. Vest questioned Mr. Kunsman the services that the new location will provide. Mr. Kunsman stated that other than maybe adding personnel, the services will remain the same. Mr. Gardner inquired the status of parking. Mr. Kunsman replied that there will be shared parking with the two current businesses. He does not anticipate any problems. Mayor Britton asked about signage, Mr. Kunsman explained that he plans on putting up a vinyl sign in the window and using the existing sign that he has now. He also has plans to paint the building, starting with the front in the spring. The rest will follow during the summer.

Motion made by Mayor Britton and seconded by Mr. Gardner.
Roll call on the approval: 5 yeas, motion carried.
Discussion was had regarding timeline. Dates were acknowledged by Mr. Kunsman.

Old Business – Parking

- Off Street Parking Requirements -Discussion was had on the expansions of driveways to accommodate turnouts and circular driveways in regards to the dimensions and number of curb cuts. Mr. Szeman recommends that we stay with the current code for existing structures, future discussions will be had to review new construction and sub-divisions.

- Adjacent Residential and Institutional Uses – Discussion on what type of screening would be acceptable as well as the placement of the screening. It has been determined that there would be both a wall and vegetation. There will be a 10' buffer between a commercial building and the parking line. Screening was discussed later in the meeting, it was suggested that the screening portion of the code be consolidated into one section.

- Parking on Approved Surfaces - applies to all motor vehicles. Stone has been added to the code as an approved surface. The type of stone would be approved by the Administrator.

- Recreational Vehicles, Boats, Trailers – set back requirements are 20' away from the edge line of any right of way, and 5' away from the side lot line. Boats and watercraft that will accommodate more than 2 occupants must be housed on a trailer when stored outside. This does not pertain to canoes and kayaks.

- Unlicensed and Junk Vehicles – this is now a police issue and will be enforced per the ordinance in place.

- Existing and Non-Conforming Stone Driveways – the language will change to include residential districts.

- Landscape – will be site specific with specifications when needed. We know what will work in our area.

- Lighting – Planning Commission can approve period lighting.

Other Comments: Mr. Vest inquired about the status of the parking lot at the Cocoa Development property on N. Lake Street. Mr. Bailey will follow up on this.

Appointment of CRA Representative

Dan Donaldson was nominated by Mr. Vest to be the representative.

Motion made by Mr. Vest and seconded by Mayor Britton
Questions/Discussion: None
Roll call on approval: 5 yeas, motion carried.

NEXT MEETING

The next scheduled meeting of the Planning and Zoning Commission is Monday, March 9, 2015.

With no other business before Planning and Zoning Commission, a motion for adjournment was made by Mr. Donaldson and seconded by Mayor Britton at 8:11pm. Motion passed unanimously with 5 yeas. Meeting adjourned.

Rob Johnson **Planning & Zoning Commission Chairman**	**Sam Britton, Jr., Mayor**	3-9-15 **Date**