Village of Johnstown
Planning & Zoning Meeting Minutes
Wednesday, April 6, 2016

CALL TO ORDER AND ROLL CALL: Chairman Marvin Block called to Order the Village of Johnstown Planning & Zoning Meeting for Wednesday, April 6, 2016 at 6:34 p.m.

Roll Call: Ron Danne; present, Elizabeth Schwartz; present, Joseph Ethier; present, Chairman Marvin Block; present, Mayor Sean Staneart; present

IN ATTENDANCE – STAFF: Jim Lenner-Village Manager, Jim Blair – Zoning Inspector, Councilman Ben Lee, Teresa Monroe – Clerk of Council

IN ATTENDANCE – PUBLIC: Steve Cupito – C&B Sign, Joe Morris

PUBLIC COMMENT: None

CERTIFICATE OF APPROPRIATENESS: Application # 030316011 - SHELL

Sean Staneart said he would not be voting on this application and sat with the audience.

C&B Sign provided drawings for Board review showing the changes discussed at last meeting; to include the revised canopy with no light bar and non-illuminated shell logo, proper dimension monument sign, and blank white pump face exteriors. It was noted that the drawing dimensions still show the monument sign larger than fifty square feet by about a foot.

Motion: To accept Certificate of Appropriateness Application # 030316011 with the condition that the monument sign be reduced to fifty square feet.

Moved: Joe Ethier
Second: Ron Danne

Ron Danne;	Y
Elizabeth Schwartz;	Y
Joe Ethier	Y
Marvin Block;	Y
Sean Staneart;	A

Pass 4-0 with one abstention

Sean Staneart rejoined the Board.

ZONING INSPECTOR REPORT: March 2016 – attached to these minutes

Mr. Blair reviewed his report with the Board; there was further board discussion on the following:

1. Businesses moving into existing buildings that do not have sufficient parking spaces for their business.

2. The cost for a Certificate of Appropriateness seems high at $1000.00 and what triggers the need for this; a cosmetic change or a structural change to the building and what is the definition of "environmental". Village Council will review this cost.

OTHER BUSINESS: None

ADJOURNMENT

There being no further business, Mr. Ethier moved to adjourn. Ms. Schwartz seconded and all were in favor **motion passed 5-0**. Thereupon, the meeting adjourned at 7:47 p.m.

Respectfully submitted

Teresa Monroe, Clerk of Council

APPROVED AS PRESENTED

Marvin Block, Chairman

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March 2016 Zoning Inspectors Report

03-01-2016 through 03-15-2016

8 W Coshocton I met with the Marathon Station business owner Joe Morris and Steve Cupitio from C&B Signs to discuss the conversion to Shell and review their proposed sign package.

731 W Coshocton Happy Tails Veterinary Clinic received and approved the sign application for a wall sign with arm lights.

436 Lakeview sent a letter reminding the homeowner that storing your trashcans on the public sidewalk is unacceptable.

Rich Conie of Conie Construction contacted me about releasing his bond for the extension of Eagles Nest. The $100,000 bond has now been returned.

370 W Coshocton Jim Lenner and I met with Dr Brian Walsh to discuss his future plans for installing a new parking lot and opening a retail store at 390 W Coshocton, along with other property changes and improvements. We recommended hiring an engineer to design the parking lot.

100 Grassy Knoll Way issued a shed and fence permit.

55 Westview ongoing issues with this property. Parking in the yard, trashcans left on the sidewalk. I sent the property owners a certified letter about both issues.

Stone Hedge Row drive the homeowner called to discuss their plans for a burn pit and installing a new paver patio.

46 E Coshocton and 19 N Kasson, this is a 5,600 square feet vacant lot, attached to the house at 46 E Coshocton, the lot and house are in a GCC1 zoning district. I have had numerous calls about the properties from appraisers, realtors and banks. The house and lot are now in contract. Most banks are reluctant to finance a SFD in GCC1 zoning districts. I was asked to provide a letter explaining the situation and showing that the house could be rebuilt within a two year period if it was destroyed.

1028 Cheery Hill, another lender issue about a SFD in a GCC2 zoning district. I again provided a letter to the lender.

Rolling Meadows I received another call for information about using a portable fire pit. Ordinance 1511.05 (c) has language that specifies 15 feet from any structure.

128 S Main issued a shed permit at K-Ceps Auto. The shed will house an existing large compressor that sets outside the building.

Received a call from Ryan an engineer asking very specific questions about the site for the proposed new O'Reilly Auto parts store. He also ask me if we had any soil testing results, I told him we were not involved when the soil compaction was tested. They are somewhat aware of the soil conditions. The proposed store is set for 7400 square feet. We discussed parking, sidewalks, landscaping, street trees, setbacks, traffic, fire hydrants, as built requirements and entrance. The site is 4.63 acres.

365 S Main I received a call from a realtor asking if the property, that is for sale, could be made into a Soda shop. I told him that our zoning would not allow it.

267 N Main Champions senior living. I stopped in after I saw a comment on social media that Champions was advertising that they have 26 beds for Alzheimer's patients. The front desk person told me they are staffing and accepting patient applications. They will not accept and are not licensed for any residents except seniors that can take care of themselves with little to no assistance.

87 E Jersey I met with the homeowner to discuss his plans to start a craft brewery. He plans to make a one barrel brew in his home. Once it is perfected, he would like to expand into a downtown location. I ask him to attend a P&Z meeting so he could introduce his plans to the Commissioners.

72 College the trash has not been picked up for several weeks. This is a rental double the owner is impossible to locate and totally irresponsible. I stopped and talked to the renter. He said he got behind on his trash bill and they discontinued his service and he has since paid it. The following week his trash was still not picked up. He called me and said that they would get it the week of March 28. It has been picked up. We also received a complaint from a neighbor after the fact.

Edwards Rd I received a call about a planned privacy fence. The property owner wanted to install the fence level on a rolling terrain. Some places the fence would be greater than 6' tall. I told him that he could not exceed 6' the height restriction.

138 W Coshocton issued a fence permit for a six-foot privacy fence and inspected the post holes.

Deck permit update: the Johnstown Zoning Inspector must issue a deck permit for all decks. All un-attached decks and less than 200 square feet in size can be permitted and inspected by the Johnstown Zoning Inspector, no LCBC permit is required.

All attached decks or any deck greater than 200 square feet must be permitted and inspected by Licking County Building Codes. LCBC will not issue a permit or accept an application without first seeing a copy of the approved Johnstown permit.

37 W Jersey received a call from the homeowner; she is concerned about losing her one parking space due to the construction work. There is only room for one car in her driveway and with the widening of the sidewalk; she has concerns that her car will be blocking the sidewalk. We reviewed the print; the parking spot will be very tight but should not be a problem. The lot is so narrow and the house sets so close to the existing sidewalk there are no other options. A new driveway could be installed on the southwest side of her house. This would involve purchasing her neighbor's sideyard.

333 W Coshocton when Power Ahead physical therapy expanded their floor space into the vacated Farmers insurance space, the additional square footage exceeded the amount of parking available. Using our ratio of one space for every 250 square feet of floor space, they need 14 spaces. The lot can handle +-16 spaces, this depends on how the cars are parked. Power Ahead originally leased 2000 square feet and now areleasing 3391. I met with the owners they insist parking is not an issue and should not be an issue based on their patient schedule. Their business does not accept walk-ins. The business has limited hours all based on their appointments. Some of their staff chooses to park on Benedict one day each week. Counting all parking spaces there are 14. Adamson Monument uses one to three spaces, often Adam is not open, and his schedule is also irregular. Adam said parking has not been an issue since Power Ahead expanded. Both business schedules are unique. Some days there are no patients scheduled and on their busiest days, the current amount of parking spaces works.

03-15-2016 through 03-31-2016

140 E Pratt I issued a Zoning Certificate for Faith Fellowship food bank. This is the food bank that was on S Main and now has joined with the Licking County food bank system. Food is distributed once per week on Thursday between the hours of 10a and 12p. The first Thursday they opened at the new location there were parking issues, between 40 and 60 cars showed up. They quickly used up the nine available paved parking spaces at 140 Pratt, and then overflowed into the Cantrell plumbing lot and then into the gravel lot at School Bus Transportation parts. The GM at School Bus was extremely upset. A Faith Fellowship representative went into the School Bus office to explain what was happening and why. He met with the GM and explained what was going on. The GM signed a hand written agreement permitting the once per week two hour parking.
By our parking ordinance requirements and a building at 5310 square feet, 27 paved parking spaces would be required by ordinance ratios to handle less than half of the

amount of cars that could potentially show up at the same time for two hours once per week. I have discussed this issued with Faith Fellowship leadership. They now station one or two individuals in the parking areas to direct traffic. I personally have been on site and it all seems to be working without any issues.

Variance required: I need to start the process and ask the Church to file for a variance that will permit them to use the offsite parking. I plan to approach them about this issue. Our zoning Ordinances language does not or cannot cover every unique situation regarding parking space requirements.

318 Middleburn the homeowner was given permission to tile his sump pump and downspout connectors to the large storm tile at the rear of his property. The work is completed and he provided us with a CD that shows all the connections. I also inspected the work as it proceeded.

186, 248, 250 E Coshocton I approved three temporary signs for these three locations. The properties are going to advertised for lease, property owner will build to suit.

81 S Oregon approved 4' privacy fence permit and inspected the construction.

33 Williams at W Coshocton, five cars/trucks mostly junk and a stack tires have accumulated. After contacting the property owners and renters, the area has been cleaned up.

138 W Coshocton inspected post holes and fence post for a new 6' privacy fence.

Set up with Alex Cruz to film W Jersey with his drone.

266 Sunset received another complaint from the same neighbor about this address. He has concerns about a tree growing into the power lines to his house. The tree is in the backyard of the 266 Sunset property. The house is a rental; AEP refuses to trim the tree. The complainant wants the three removed; he is worried that he could lose his electrical service due to the tree.

60 N Main received several calls about the zoning district on this property.

30 Meadow Ln Split Ends has vacated their shop on S Main and relocated to 30 Meadow Lane. I stopped in the shop and gave the business owner a sign permit. Jim Lenner had previously issued the zoning permit.

363 N Oregon the property owner stopped in to discuss widening his driveway.

Main Street Restaurant I received a call from an interested person that plans to purchase the business. We discussed awnings, painting, and signage.

301 Eagles Nest issued a fence permit and inspected the postholes for a 4' wood privacy fence.

Schooly Caldwell Architectural I received a phone call from the architect working on the existing JHS building, front elevation. He wanted to discuss a possible addition to the front door entrance of 600 square feet as an open vestibule.

Discussed with an individual the possibility of purchasing 1.85 acres on E Coshocton for a new building. He was looking for some advice and had some questions about what he would like to build in a couple of years.

I received a call requesting information on square footage requirements for installing a wet sprinkler system. I referred the caller to LCBC. I did learn that for a single floor building the system is not required up to 12,000 sq. /ft. For a three story, building a wet system is required for each floor over 8,000 sq. /ft.

150 Elm St issued a fence permit and inspected the postholes for a chain link fence in the front yard.

53 S Main issued a zoning permit for a new business. The building is being remodeled and customized for the new business.

209 and 211 Bottecchia received and signed copies of the Quit Claim deeds that show the lot line changes. Update: The deeds have now been recorded with the Licking County Auditor.

44 S Main received the Conditional Use application for the second floor apartments the P&Z will hear the application on April 20, 2016.

160 Edwards Rd issued a fence permit.

835 W Coshocton received another call from the architectural firm more questions about the building site.

228 Weeping Will Run received a call from a renovation company about installing a 300 square feet deck and 4' privacy fence at this address.

Concord Crossing entrance at Central Station, the brick wall that shows the Concord Crossing logo is damaged. The damage appears to be related to the new construction of the road and sidewalk. A concerned resident reported the damage. I passed this on for review and repairs by Layton.

43 Phalen I was ask to meet with the homeowner onsite to discuss his plans for adding a fence and wood deck. We also discussed his long-term plans for the property.

Edwards Road, the Old bowling Alley I met with Terry Henson, he recently purchased the vacant bowling alley with 4.73 acres. We discussed the current zoning on the property and what he would like to do with it. I recommended that he address the P&Z Commissioners and open up a dialog on what he would like to do with the building and the property.

322 Middleburn I met onsite with the homeowner he wants to build an addition onto his new home, we also discussed adding a second addition and set up a meeting in my office to review the property setbacks.

Appraisers Call received a call from a person hired to assess a large piece of property adjoining the Village. He was asked by a bank to review the property and its location to utilities.

Cheery Hill met with a property owner and discussed adding a large shed.

454 Lakeview received a complaint about the backyard being full of trash. I visted the property it is a mess. The house is empty and in foreclosure, whatever was in the house was thrown into a pile in the backyard.

109 Butternut Cove issued a fence permit and inspected the postholes for a 4' wood privacy fence.

Jim Blair
Johnstown Zoning Inspector