



Village of Johnstown  
Planning & Zoning Meeting Minutes  
Wednesday, January 4, 2017

**CALL TO ORDER:** Vice Chairman Joe Ethier called to order the Village of Johnstown Planning & Zoning Meeting for Wednesday, January 4, 2017 at 6:30 p.m.

**ROLL CALL:** Ron Danne; present, Chip Dutcher; absent, Joseph Ethier; present, Chairman Marvin Block; absent, Mayor Sean Staneart; present

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

**IN ATTENDANCE – PUBLIC:** Jeremy Van Ostran – Jobes Henderson, Jeremy Osborn, Philip Claggett,

**APPROVAL OF MINUTES: December 7, 2016**

Moved: Joe Ethier  
Second: Sean Staneart

Ron Danne	Y
Joe Ethier	Y
Sean Staneart	Y

Pass 3-0

**PUBLIC COMMENT:** None

**APPLICATION FOR REPLAT:** Concord East; Schlabach Builders

Jeremy Van Ostran with Jobes Henderson was present for Schlabach Builders who are replatting a portion of Concord Crossing East. They plan to vacate the alley and replat the neo-traditional lots to larger lots reducing the number of lots from 22 to 14.

Zoning Inspector Jim Blair noted that of the 22 water service lateral lines, the 8 that will not be used will need to be dug up and taken back to the main line and capped. Service Department will receive the lines and taps back. Mr. Van Ostran said that he would make sure Layton is aware. Mr. Lenner said that staff recommendation is to approve the re-plat.

Mr. Danne questioned why the ten foot strips shown as “B, C, D and E” on the replat drawing were not just added to the neighboring lots. Mr. Lenner recommend just absorbing those open spaces into the neighboring lots, Mr. Van Ostran said he has no problem doing that. Mayor Staneart inquired on the possibility of adding side load garages on those end lots, Mr. Lenner said that would also ensure that sidewalks are put in. Mr. Blair said he could talk to the builder about it.

**Motion:** To approve application for final plat with an amendment that E, D, C and B shown are to be absorbed into the four corner lots that they are abutting.

Moved: Sean Staneart  
Second: Ron Danne

Ron Danne	Y
Joe Ethier	Y
Sean Staneart	Y

Pass 3-0

**CERTIFICATE OF APPROPRIATENESS Application # 121316144: Hopewell Federal Credit Union**

Jeremy Osborn with ADR Associates (filling in for applicant Ryan Badger) and architect Phil Claggett were present for design review of the Hopewell Federal Credit Union building. Mr. Claggett reviewed plans with the board and said this is a slab built brick veneer building with AZEK trim in a linen color and aluminum soffit in the expanse under the drive through or around perimeters; windows will be commercial grade in a bronze color and the roof will be shingle in a driftwood or gray color. Samples were shown of the brick and roof shingles.

Mr. Lenner said he would like paperwork with color specific names listed, Mr. Claggett said he would email to Mr. Blair. Mayor Staneart said that he liked the contrast in the brick and requested that whenever the completed product is put forth that they match the two tone brick that is presented in the drawing. Mr. Lenner asked that the same brick be used for any monument sign base built as well.

Ron Danne confirmed there will be soldiers/rowlock (stand up bricks) above all doors and windows.

Staff will continue to work with engineering for sight plan parking, sidewalks, entrance and exits.

**Motion:** To approve the Certificate of Appropriateness specifying the two tone brick as shown in the drawing and rowlock above windows and doors.

Moved: Sean Staneart  
Second: Joe Ethier

Joe Ethier	Y
Sean Staneart	N
Ron Danne	Y

Pass 3-0

**ZONING INSPECTOR REPORT: December 2016**

Mr. Blair reviewed his December report with the Board and provided a 2016 summary report. Reports are attached to these minutes.

**OTHER BUSINESS**

1. Jim Lenner said the Board will see the PUD draft at next meeting.

**ADJOURNMENT**

There being no further business, Mr. Ethier moved to adjourn; Mr. Danne seconded and all were in favor **motion passed 3-0**. Thereupon, the meeting adjourned at 7:17 p.m.

Respectfully submitted

APPROVED AS PRESENTED



Teresa Monroe, Clerk of Council

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Marvin Block, Chairman

*approved @ 2-15-17  
meeting*



## Zoning Inspector Summary for 2016

1. Disabled junk vehicles/trucks/trailers/motorcycles/tires removed: (6)
2. Certified letters: mailed for grass violations: (12)
3. Certified and non-certified letters sent for tree removal or trimming (0)
4. Parking in yards: certified letters, ZVN and or verbal notifications: (38)
5. Trees and bushes (dead or obstructions) removed by service dept.( 0)
6. Garbage, trash, appliances, mattresses and household junk violation letters: (2)
7. New sign permits approved: (13)
8. New Businesses startups: (8)
9. Property owners disputes resolved: (2)
10. Misc. unauthorized signs picked up and removed: (160)
11. New Single Family homes permitted: (16)
12. New Commercial buildings permitted: (1)
13. JMFD and JPD interaction requests: (5)
14. Zoning Permits issued: (37 )
15. Variances filed: (2)
16. Variances approved by P&Z Commissioners: (1)
17. Non-Conforming use permits: (0)
18. Conditional use permits approved by P&Z Commissioners: (0)
19. Lot splits: (1)
20. Certificate of Appropriateness: (3)
21. Zoning Amendment Map Change or rezoned districts: (2)
22. Zoning Appeal: (0)
23. New accessory buildings garages/sheds permits: (15)
24. New fence permits: (23)
25. New deck permits: (5)
26. New swimming pool permits: (1)
27. New curb cut permits: (17)
28. New sidewalk permits: (16 )
29. Replace existing driveways permits: (1)
30. Certificate of Occupancies permits, residential & business: (16 )
31. Temporary Occupancies permits: (0)
32. Dog/chickens/goat complaints resolved: (0)

33. Parking complaints resolved: (2)
34. Non Village contacts for, Liberty, Jersey and Monroe Township questions; estimated: ( 50 )
35. Questions from property owners, appraisers, citizens, realtors zoning questions, phone calls, concerns, and miscellaneous information requests: estimated (60)
36. Zoning litigation cases mayors court (0)
37. Noise Complaints: (5)
38. Standing water complaints Johnstown Development property: (2)
39. SFD demolitions: (1)
40. Commercial demolitions: (1)
41. Parking lots paved for compliance: (1)
42. \$3820.05-Total charges for labor and clean-up applied to (3) property-owner's Taxes through Licking County Auditor's office:
43. Due Diligence requests: (2)

Respectfully submitted

Jim Blair  
Zoning Inspector



## December 2016 Zoning Inspectors Report

### 12-01-2016 through 12-15-2016

719 W Coshocton approved and issued the sign permit for the new Gun Cleaners store.

Trailhead: working on getting a few contractor estimates to have the concrete pieces (aka Stonehenge) removed from the trailhead property. I calculated some of the individual weights they exceed 5 tons.

6 S Main the B&T Insurance office a truck was hit and knocked into the Main St front of the building. I met with the B&T owner and Jim Kamp from LCBC to examine the damaged building. It was determined that the building was safe to use except for the second floor. Once the second floor was temporarily supported, it could also be used. I also talked with the insurance adjuster he said that a structural engineer would not be required, and the repairs could be started.

Received a call from a realtor looking for a 200,000 square feet to use for manufacturing wood products. He had an immediate need. Unfortunately, there is nothing like that available in Johnstown.

230 W College received a call from an appraiser the house at this address is over the building line. The house is in contract, the appraiser ask if this would be a problem with the Village. I informed him that we had no issues with it and that is a very common problem within the Village. If the new owner choose to build on it would not be allowed.

Received a call from the Monroe Township zoning inspector he wanted to discuss our processes for getting properties cleaned up. The township is attempting to clean up a rural property.

Concord Crossing Condominiums retention area I talked again with the property management company and they hope to get the condominium board to agree to take ownership of the retention area. They expect to have an answer in January.

38 Westview I received a complaint about this rental property the rear yard was not mowed the entire year. The property owner is out of the country. I inspected the property and the people living there were moving out. The house has since been put up for sale.

Bottecchia lots, Jobes Henderson contacted me to discuss the re-platting 22 lots to 14. I have since received the drawing and P&Z will hear the application on January 4, 2017.

Received a call from the Architectural firm working on the Hopewell Credit Union to discuss fees and certificate of appropriateness. P&Z will review the application on Jan 4 2017.

O'Reillys project received a call from Bobby Deitz questioning the number of final prints we need that show the revised plan allowing the sidewalk to be removed from the right away. They moved the building and parking lot back four feet to allow the change.

Received a complaint about several flashing "Open" signs at several locations. They have been shutoff.

88 Lewis Dr received a complaint that the trash was not being picked up and accumulating at the curb. This has been corrected.

Johnstown Independent Baptist Church received a call from EMH&T. The church is considering adding a separate parking lot on top of the hill behind the church. The entry would be from the now dead end of Liberty Street. This is also the dividing line between the Village and Monroe Township. After discussing the issue with Jim Lenner, I told Josh at EMH&T that we would consider allowing the use of Liberty St as the entrance to the proposed lot if the Church would pursue annexation into the Village. The Church already has Village water and sewer services but was never annexed. The decision is pending the Churches approval.

218 S Main received a call from a realtor questioning the zoning status on this property.

116 W Jersey has a disabled truck on a jack parked in the driveway. I sent the property owner a certified letter. The property owner called and was very upset. The letter also pointed out the fact that they had been parking another car in the front yard. I gave her 30 days to resolve the issue. They have seven vehicles and room for six. They also have room to expand their parking.

94 E College the thirty days is up for clearing all the junk vehicles from this lot across the street from 81 College Ron's Automotive. Pending

W Coshocton McDonalds Restaurant: I again contacted the owner about the possibility of adding a public sidewalk to the front of his property. He has not said no. I explained to him that the new Hopewell Credit Union building plans call for a walk and that they would be installing the walk it up to his property line from the eastside. I also explained this would be the perfect and least expensive opportunity to add his walk from Bigelow. He did ask me how much it would costs, this is progress. He still wants the Village to allow a left turn from W Coschocton onto Bigelow.

**12-16-2016 through 12-31-2016**

68 Westview a black dodge pick-up was parked in the center of the front yard. I left a ZVN and the truck was removed.

267 N Main Champions Senior Living received an inquiry from a realtor associated with Methodist Churches. He has interest in the property for multiple uses. He had several questions about the zoning and what the Village would allow.

469 Lakeview a junk car was just parked in the sideyard, while putting a ZVN on the windshield I was questioned by the owner of the car. He then informed me he would park the car anywhere on the property because it belonged to his grandmother, and there was nothing I could do about it. I explained to him, he has two issues, one it is a disabled unlicensed car and it is in the yard not on the driveway. I also told him if he did not get rid of it I would. A few days later, his grandmother called me and thanked me she had the car towed away. She also told me she had lived in the house 15 years and was very glad that the Village finally took a stand on eliminating junk cars and parking in yards.

6 S Main I received a call from the contractor hired to repair the damaged building. He wanted to inform me that he might have to construct a temporary enclosure around the front the building on the public sidewalk.

Mohawk Cushions Commerce Blvd. the plant manager called me; I had recently emailed him about noise from his plant. He was very cooperative and agreed to enforce a previous agreement about closing an overhead door on the Saturn Machinery shed. He had the door padlocked.

Concord East the new developer James Schlabach has started moving dirt to fill in what would have been the alley between the 22 Neo Traditional lots. The alley will be eliminated with the re-platting of the Neo lots into SFD larger lots. I contacted James to let him know he is taking a risk by doing the work before P&Z hears the re-plat application. He understood. We also discussed his building plans.

Leafy Dell 204 and 216 Weeping Willow Run issued permits for two Maronda homes. Seven homes were recently sold and three more purchases are in process.

Received a call from the owner of All Things Old on S Main. She had closed her shop on December 20 at the request of AEP. The S Main shop owners all received letters from AEP notifying them that the electric would be off for the day or part of the day. In her case the power was not shut off she wanted to know why she had to close. I explained to her that her power apparently comes in from S Main.



130 Meadow Ln received a complaint about a blue Kia with expired tags parked on the street that has not been moved for months. The car is for sale and does not run. I notified JPD and they had the car removed.

12 S Main received a complaint from the business owner of the Game Room. Her complaint was she did not have any control over her heating and cooling and that the thermostat was in the next door shop and they kept their temperature at 72 degrees. Her shop was at 62 degrees. I told her we could not help her and to contact the building owner. I also told her I was aware of the situation from previous business renters and they left due to lack of cooperation from the building owner.

Troyers Mr. Troyer has hired the Pekton Engineering Company to design his new building to be built next to the Dollar General. I have had numerous conversations with the Engineer about setbacks, parking lot entrance, and storm water runoff. The plan to design an entrance next to Dollar General as a driveway and then a left turn into the new Troyers parking lot. Brandon Wilkens at Pekton is working on the project. He has talked with ODOT and they told him the location of the entrance is up to the Village that they are not part of the process. There is 356' between the Dollar General and Steel Ceiling entrances. I told Brandon to proceed with their first choice for the driveway entrance and then we would review it.

317 Central Station a wrecked Jeep has been parked on the street for 10 days. The license is also expired. Contacted JPD they tracked down the owner and told him he would be fined if the Jeep were not removed; the Jeep has been towed away and junked.

81 and 94 College Ron's Automotive: I contacted Ron Wood as a follow up to the certified letter I sent him. He has removed several of the junk cars stored on the 94 College lot. He has agreed to remove all the stored cars but he wants to keep using the space to park U Hauls. He plans to get a letter from the property owner stating that they gave him permission to use their property. The main issue is it is not paved. I told him we would discuss his situation. If he cannot use the space, he plans to move out of Johnstown.

416 Sunset and Parkside the property owner has a single car garage and wants to convert it to living space. He would also like to relocate the driveway from Sunset to Parkside. I met with him on site to discuss his plans.

15-19 Westview received a complaint that the trash has not been picked up for several weeks. We contacted the property owner of the four apartments. He has been in recent communication with Local Waste. His plan is to set up one account and pay it himself. Instead of four accounts, which are what Local Waste required? He is not a fan of Local Waste and currently is paying them \$1100.00 per month at his other apartment locations.