

Athens City Planning Commission
Minutes of Regular Meeting
Thursday, January 4, 2018, 12:00 p.m.

The regular meeting of the Athens City Planning Commission was held in City Council Chambers, third floor, at City Hall on January 4, 2018.

Attendees: Jimmy Stockwell, Jim Thomas, Rick Camino, Ryan Buckley, Clinton Kuenzli

1. **Call to Order**

RJ Sumney called the regular meeting of the Planning Commission to order at 12:08 p.m. and administered the oath to all who intended to speak before the commission. Quorum was established.

PLANNING COMMISSION MEMBERS:

RJ Sumney, Chair Present
Christy Zempter Present
Nancy Bain, Vice Chair..... Present (arrived after Item 2)
Steve Patterson, Mayor Present
Paula Horan Moseley, Service-Safety Director..... Present

STAFF:

Paul Logue, City Planner Present
Rick Sirois, Code Enforcement Director..... Present

2. **Disposition of Minutes**

Paula Moseley moved to accept the December 7, 2017 minutes. Steve Patterson seconded. All present voted aye. Motion passed 4:0.

3. **Cases**

**Case #18-01 Title 41
175 Columbus Road, New Building
TAT Realty**

Rick Sirois/Summary

They are requesting approval for construction of a 15,700 square foot commercial building. This building will have three tenants, with the first tenant being Goodwill Industries. This property has gone through extensive fill to meet flood plain requirements. Zoning is primarily B3. Surrounding land use is OS, R1, and B3. Lot area is 140,623 sq. ft., asphalt parking 39,928 sq. ft., total impervious area 56,941 sq. ft. The estimated project cost is \$750,000. Parking requirements are met, no variances needed, no sign requests submitted at this time. Shade Tree Commission approved. Fire Department requested a hydrant at the end of Dorr Lane when the other proposed buildings are constructed. Police Department recommended lights in the parking lot and on the

building to illuminate the exterior. The plan review comments from the Public Works Department have been communicated to the engineer.

Clinton Kuenzli/The Buckley Group

Seeking approval for the project. Rick Sirois described project well. The parking requirements, sanitary sewer & water hookup requirements have been met. They will address the lighting concern; the architect will add lights in the internal islands of the parking lot.

Discussion

RJ Sumney: How will the Public Works Department concerns be met?

Clinton Kuenzli: 1. Material for culvert is specified on C102. All storm sewers will be double walled. 2. Storm water. Discussed with Andy Stone the possibility to install a bio swale in the front ditch. The ditch will be wider than what is in there now. Plantings will be able to absorb pollutants.

RJ Sumney: Is it possible to install the requested hydrant before the additional tenants arrive?

Paula Moseley: The Fire Dept. is comfortable with the single hydrant as is for this particular building.

Clinton Kuenzli: The hydrant is included on the east end of this building and the whole building will be accessible from this hydrant. The comment on plan sheet C102 addresses the drainage that comes north off of the highway. Widening the ditches to address this concern. Will provide hydraulic calculations for the runoff coming off 33.

Paula Moseley: This falls in the Wellhead Protection Area so they need to come up with the best storm water management.

Clinton Kuenzli: The bio swale will be addressing this as well.

Steve Patterson: The bio swale will be in front of this particular building.

Clinton Kuenzli: Yes, and can be incorporated throughout the entire stretch of the ditch.

Rick Sirois: The current ditch is large.

Paula Moseley: Today we are just voting on the one building and the possibility of 3 tenants.

Christy Zempter: Are all the handicap parking spaces van accessible?

Clinton Kuenzli: Yes, they all have 9 ft. islands.

Steve Patterson moved to accept Case #18-01. Christy Zempter seconded. All present voted aye. Motion passed 5:0.

4. **Communications**

Little Fish Expansion, 8675 Armitage Road

Rick Sirois: The planned expansion is on the current facility.

Jimmy Stockwell/Little Fish Brewing Company

They are planning to expand onto the production area and the kitchen area. They have already been approved for additional parking on the eastern side of the property. The

additional parking is the large area contiguous with the parcel. Today he is talking about the expansion of the production and kitchen areas. 5,626 sq. ft. expansion. They are migrating away from the food trucks so they can take over the food. The additional parking on the east that has already been approved will happen in conjunction with the expansion construction.

Rick Sirois: They are planning to clean up some accessory buildings that will come into code.

Paula Moseley: The expansion is to the west and the kitchen to the east. No loss of parking.

Steve Patterson: The kitchen area is going into where the food trucks currently park.

Stewmac, 21 N. Shafer Street, alteration/increased parking

Rick Sirois: They are renovating the inside of their building and need additional parking spaces. They plan on taking out a grass area to the back of the building and adding those spaces back there.

Ryan Buckley/The Buckley Group

53,000 sq. ft. of interior renovations to include a warehouse, office and workshop. The need 47 parking spaces and they have the two required handicapped spaces that are van accessible. Running drainage down across the new parking lot. Will add a catch basin where current pavement is crumbling. Frontage on W. State will remain the same. N. Shafer side is landscaped and the parking is in the rear of the building with a couple spots near Miller's Chicken.

Jim Thomas/BDT Architects

They are discussing with the owner adding some additional storage to the 2nd floor over the single story area. The storage area could use more height and it needs a new roof anyway. They plan on installing a garden roof on top of it. The foot print will be the same. Structural review supports a garden roof.

Steve Patterson: This is an amazing building and he is happy to see that it will continue to be used as a manufacturing space. The green roof is an excellent addition.

Ryan Buckley: The manufacturing will bring in 14 new jobs as well.

Bylaws and Rules of Order

Steve Patterson: Timing of communications/cases is the only item to be finalized.

RJ Sumney: A time limit for communications and a limit for actual case presentations. He suggested 10 minutes for communications and 5 minutes for case presentations. If people need more time the commission can be flexible. This gives them a number that they can fall back on for situations that call for that.

Paula Moseley: In Article 3 it allows 5 minutes for non-agenda items. City Council allows 3 minutes.

RJ Sumney: Today we are adding the 10 minute communication time because it is not in the current draft.

Christy Zempter: Also write something in to be flexible with the times.

Nancy Bain: Should a reference to the ORC be made in Section 4/conflict of interest?

Paul Logue: The Law Director is comfortable with the language as it stands. It is implicit in the language as written.

Nancy Bain: She would like to have something referencing personal financial gain, so that it is clearly understood.

Steve Patterson: He is comfortable with the Law Director's opinion.

Paula Moseley: Under business procedures, the 15 day prior notification requirement doesn't always happen in this time frame.

Rick Sirois: If it is established, he will try to enforce it. Prefers to have it in there for those individuals that may complain. Could say 10 business days.

Paul Logue: It was established at 15 so that the cutoff would be the Wednesday prior to a meeting when it will be introduced during Rick's report as an upcoming communication item at the next meeting in 14 days. There is no requirement for a case to be communicated prior to a case presentation.

Christy Zempter: Her concern is in making sure that the public notification process is not infringed upon.

Rick Sirois: Sometimes he will get notification to put it on the agenda as a communication item but then they won't have enough information submitted by the communication date. He prefers to have all the information available for a communication because the commissioners will ask the questions, and he likes to be prepared.

RJ Sumney: He agrees about the public notification but at the same time he doesn't want to put additional pressure on Rick Sirois by reducing from 15 to 10 days.

Christy Zempter: Agrees about the additional pressure on Rick Sirois, so she will defer to him on the number of days.

Nancy Bain: Citizens who may be affected also benefit.

Paul Logue: To clarify, this is for any agenda item, not just a communication.

RJ Sumney: We will go with 15 days. Will this be ready for a vote at the next meeting?

Paul Logue: Only change is in article 3, page 2. The last sentence in the first full paragraph. 10 minutes for communications and 5 minutes for case presentations. He will make changes and email a draft. Item 6 on the agenda (opportunity for citizens to speak), should a time limit be added for that?

Christy Zempter: That is already incorporated in the language.

5. **Report from City Planner and Director of Code Enforcement**

Paul Logue

Working on the Comprehensive Plan. His interns are off on break. They received about 1,000 comments or more and are sorting into categories. Will give a presentation at the City Council orientation this Saturday. The advisory committee will be meeting next Friday the 12th.

Steve Patterson asked if he had an update on the uptown parking survey. Paul Logue will have to follow up with Richard Linscott to get a final report, however, it appears that there is available parking at all times uptown on the street meters. Their study was between at 10-2 (they checked every ½ hour). The parking garage was a separate study. EPW did a graphic of that and at any given time there were 60 available parking spaces. One overall comment was why the meters in the garage cost the same when the street spots are more convenient. Another comment was the inability of knowing if any spaces are available in the garage – looking into the possibility of having a sign at the entrance that could display the number of available spaces. Steve Patterson mentioned a parking meter pilot on Court Street from Union down to State Street. Looking into meter heads that can take credit/debit cards.

Rick Sirois

Thank you to all residents, businesses, students, etc. that are removing the snow from their sidewalks.

6. **Opportunity for Citizens to Speak**

7. **Announcements & Other Business**

- Nancy Bain was sworn in by Mayor Patterson for another 6 year term.
- Steve Patterson will not be here at the next meeting. There will be a quorum, as all other members will be present.

8. **Adjournment**

The meeting was adjourned at 12:59 p.m.

RJ Sumney, Planning Commission

Patricia Witmer, City of Athens