

Brunswick City Planning Commission

February 18, 2016 – Caucus

7:00 p.m.

John Rocha, Recording Secretary
Pete Fitzgerald, Member
Abbas Hasan, Member
Patricia Hanek, Council Representative
Pamela Plavecski, Planning & Zoning Coordinator
Santo Incorvaia, Assistant Law Director
Grant Aungst, Community & Economic Dev. Director

Mr. Rocha called the meeting to order at 7:15 p.m.

The first and only item was the discussion of the public hearing regarding Ordinance No. 4-16 for a text amendment to Section 1278.02 entitled "Site Plan Review" of the Codified Ordinances of the City of Brunswick. Mr. Aungst explained the Planning & Zoning Committee discussed proposed legislation at their meeting tonight which would allow the City Engineer and Chief Building Official to review an amendment to an approved site plan commercial districts.

Mr. Rocha adjourned the meeting at 7:24 p.m.

Respectfully,

Pamela Plavecski

Brunswick City Planning Commission

February 18, 2016

7:30 p.m.

John Rocha, Acting Chairman
Pete Fitzgerald, Member
Abbas Hasan, Member
Patricia Hanek, Council Representative
Pamela Plavecski, Planning & Zoning Coordinator
Santo Incorvaia, Assistant Law Director
Grant Aungst, Community & Economic Development Director
Jim Nabors, 3224 Ruf Drive, Brunswick
Merle and Mary Erbs, 3458 Clover Drive, Brunswick

Item 1

Mr. John Rocha called the meeting to order at 7:34 p.m.

MR. FITZGERALD MOTIONED TO NOMINATE JOHN ROCHA AS TEMPORARY CHAIRMAN.

Mr. Hasan seconded the motion. The vote was 3 Ayes 0 Nays.

Item 2

There were no announcements or correspondence.

Item 3

MR. FITZGERALD MOTIONED TO SUBMIT THE MINUTES OF FEBRUARY 4, 2016 INTO RECORD.

Mr. Hasan seconded the motion. The vote was 3 Ayes 0 Nays.

Item 4

A public hearing was held on proposed Ordinance No. 4-16 for the text amendment to Section 1278.02 entitled "Site Plan Review" of the Codified Ordinances of the City of Brunswick.

Mr. Rocha declared the public hearing open.

Mr. Grant Aungst, Community and Economic Development Director, explained this will help the Planning Commission streamline the approval process.

There was no further public comment, so Mr. Rocha declared the public hearing closed.

MR. FITZGERALD MOTIONED TO RECOMMEND APPROVAL TO CITY COUNCIL OF THE TEXT AMENDMENT TO SECTION 1278.02 ENTITLED SITE PLAN REVIEW, ORDINANCE NO. 4-16.

Mr. Hasan seconded the motion. The vote was 3 Ayes 0 Nays.

Item 5

There was no old business.

Item 6

There was no new business.

Item 7

Mr. Rocha opened the public comment period.

Mr. Jim Nabors, 3424 Ruf Drive, stated he is president of the Old Mill Village Homeowners Association. He commented that the proposed Stark Enterprises retail center at 3459 Center Road (former First Merit Bank) is a part of the Old Mill Village HOA and proceeded to read Article VIII of the deed restrictions to the audience, which states that the Association will have approval on any alterations to the site. He noted that Stark Enterprises pays assessments to the Association and has agreed to the deed restrictions, but feel they don't have to abide by them. Mr. Nabors questioned if the city overrules the Homeowners Association deed restrictions. Mr. Incorvaia responded there are two separate approvals involved; one from the Planning Commission and one from the Old Mill Village Homeowners Association, if it has been determined that Stark Enterprises is part of the Association.

Mr. Fitzgerald commented at their meeting on February 4, 2016, the Planning Commission requested a copy of Stark Enterprises' deed to be submitted to the Administration; nothing has been received yet.

Mr. Rocha noted the building needed to be demolished, due to black mold. Ms. Plavecski noted a demolition permit was obtained from the Building Department.

Mr. Nabors expressed his concern about the increase in traffic on Old Eagle Drive. Mr. Incorvaia commented at their February 4th meeting, the Planning Commission requested that a traffic study should be performed for that area to determine if any changes will be required, such as a dedicated turning lane.

Mr. Nabors requested contact information for the Stark Enterprises representative to be e-mailed to him; Ms. Plavecski stated she would do so.

Merle Erbs, 3458 Clover Drive, stated he is a board member of Old Mill Village Homeowners Association and stated the HOA has rights regarding the Stark Enterprises property. Mr. Incorvaia reiterated there are two separate approvals involved; one from the Planning Commission and one from the Old Mill Village Homeowners Association. He said it is up to the Association to notify Stark Enterprises of any restrictions. Mr. Fitzgerald commented the city is not charged with enforcing every HOA restriction and it is not the Building Department's responsibility to check with the Homeowners Association.

There was no further public comment, so Mr. Rocha closed the public comment period.

Item 8

Mrs. Hanek gave the Council Representative's Report. She stated the Planning & Zoning Committee of City Council motioned for legislation similar to Ordinance No. 4-16 to be drafted for commercial districts with a threshold of \$25,000.

MR. FITZGERALD MOTIONED TO ADJOURN THE MEETING.

Mr. Hasan seconded the motion. The vote was 3 Ayes 0 Nays.

The meeting was adjourned at 8:13 p.m.

Respectfully,

Pamela Plavecski

PLANNING COMMISSION STAFF REPORT

February 18, 2016

Section 1278.02 - Site Plan Review text amendment

(Public hearing – Ordinance No. 4-16)

Proposed Use & Background:

Ordinance No. 4-16 is proposed to amend Section 1278.02 of the Codified Ordinances of the City of Brunswick to add the following language:

“Additionally, a building permit application to amend an approved site plan in an industrial zoning district, which application fully complies with all applicable municipal zoning and land use requirements, will not require Planning Commission approval, provided the following conditions are met: (1) the total aggregate cost of the proposed improvements does not exceed Seventy-Five Thousand Dollars (\$75,000.00); (2) the proposed change does not increase the impervious surface area of the site by more than 0.1 acre, as determined by the City Engineer; and (3) the building permit application is reviewed, certified and approved in writing by the City Engineer and Chief Building Official as meeting all applicable municipal zoning and land use requirement. This exception to Planning Commission approval shall not be utilized more than once after approval of the final site plan. Notwithstanding anything to the contrary contained herein, the Community and Economic Development Director, Chief Building Official, or designee, shall have the discretion to refer any building permit application to the Planning Commission for review and approval.”

City Council held their first reading on the proposed legislation on January 11, 2016.

Staff Recommendations:

Staff recommends approval to City Council of Ordinance No. 4-16.