

Brookville Planning Commission
Regular Meeting
August 15, 2019

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on August 15, 2019 in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Letner; Members Boose, Cordes, and Sievers; Law Director Stephan, City Manager/Interim Finance Director Keaton, Clerk Wheeler were present. Members Schreier and Claggett; Zoning Officer Snedeker were absent.

Chairperson Henderson reminded the Meeting is being recorded.

Roll Call by Clerk Wheeler.

Motion by Cordes, second by Sievers to approve the Agenda as presented. All yeas, motion carried.

Motion by Letner, second by Cordes to approve the minutes of the July 18, 2019 Regular Planning Commission Meeting. Member Boose abstained. Motion carried with 4 yeas and 1 abstention.

Chairperson Henderson informed Special Use Permit No. 3 is on the Agenda for approval. He informed the Special Use is for a premium pre-owned vehicle sales location at 464 N. Wolf Creek that is currently zoned GB (General Business) and does require a Special Use. He stated there has been a similar request on this lot in the past. He introduced Randy Miller.

Randy Miller informed he and Shawn Landis are partners and will be renting space from Allstate Insurance. He described they are looking to be low-key, have a maximum of 10 cars at a time and sales would primarily be internet based. He informed they would have different hours than the insurance office because they would have weekend hours or by appointments only.

Chairperson Henderson asked how many parking spaces are on the lot?

Mr. Landis handed out a picture of the lot layout. He informed he and Mr. Miller both still have kids in school and full-time jobs and their aspiration is to build something to get them out of their current work earlier. He informed the State of Ohio requires a minimum of two hours per week to be open and with speaking with Allstate, they would like to off set their insurance customer base and office hours. He informed there are 13 parking spots painted, the frontage area of the building would be for customers, the cars for sale would be parked adjacent to the auto store as displayed on the layout provided.

Mr. Miller informed they had someone from the State of Ohio come out to review the office space they would be leasing and the lot and they were told it would meet state requirements.

Mr. Landis stated they wanted to do a pre-assessment with the State of Ohio to make sure it would work with their requirements before coming to Planning Commission. He stated they feel this is a good opportunity and they would not want to interfere in anyway with the insurance business, which is why they have reviewed all of the plans with the owner. He informed they hope to even one day grow out of this spot.

Chairperson Henderson asked what do they envision the yellow barrier being?

Mr. Miller informed possibly a chain like barrier, it would be a temporary type barrier and could easily be removed.

Mayor Letner asked if there would be any security lighting or any lighting at all?

Mr. Miller stated they haven't discussed lighting yet in full detail.

Mr. Landis informed to start they won't have that many cars on the lot. He stated the auto store next door does have a light pole that is nearby their lot. He stated if lighting is a concern though for Planning Commission, it could be addressed.

Mayor Letner asked where will they get their cars from?

Mr. Miller informed auctions or wholesale through dealerships.

Mayor Letner asked if primarily doing online sales, would they ship cars? If so, where would the point be to load cars onto a tractor trailer?

Mr. Landis stated he doesn't plan on transporting, the cars would primarily just be picked up.

Member Boose asked if there is any concern for emergency vehicles to get in and out of the parking lot?

Mr. Landis informed if there is any requirement needed they can work through the requirements with the Fire Department. He stated the front area that is open should be beneficial for emergency vehicles and they plan to leave that area open.

Mr. Miller stated they originally suggested having ten cars on the lot, but they could certainly do less if needed.

Member Cordes asked if they have a website yet or a name for the business?

Mr. Miller stated they do not have a website yet or an official name. He informed they are still deciding and in the early planning stages.

Member Boose asked if according to the Code, wouldn't they need to have 14 cars? He stated the code says parking for auto sales is 1 per 1,000 square feet plus 1 per employee. He asked if that would include Allstate also or just what they are planning to utilize for their business?

Law Director Stephan advised the number of spots the existing business needs should be evaluated and then the new application would have to meet the parking requirements with the space that is left. He stated the application is a tough situation on parking and borderline under the Code.

Mr. Landis stated as of now, their layout has a proposed 20 parking spots. He asked if that would be acceptable? He informed he tried to compare to the area around them and noticed the other existing car lot there does not have painted parking spots and only has one entrance/exit. He stated it looks as though the three businesses right there all share one parking lot that has 24 parking spaces, but it is very hard to tell.

Motion by Cordes, second by Letner to approve Special Use Permit No. 3 for a premium pre-owned vehicle sales location at 464 N. Wolf Creek with a variance on the parking requirement. All yeas, motion carried.

Chairperson Henderson stated Zoning Officer Snedeker is absent tonight.

City Manager Keaton/Interim Finance Director had no report. She informed Members received a copy of the Code Violations and Zoning Permits Report for July from Zoning Officer Snedeker.

Law Director Stephan informed Staff is currently working on a project and it is looking probable we may need to have another Planning Commission Meeting later in the month. He asked if a meeting could be scheduled for August 28 or 29?

Members agreed they could make either day work.

Law Director Stephan informed Staff will notify Members on the final date selected.

Mayor Letner asked if in certain right of ways that are not the cities if tents are allowed? He stated he has seen people displaced from the recent tornados camping out in non-approved places, not in Brookville. He stated he is just trying to draw the line of what is legal or is trespassing.

Law Director Stephan informed if on private property without permission of the owner that would be trespassing, if they were in the public Right-Of-Way, our Police Department could ask them to leave.

In Old Business,

Member Boose asked about the progress at the old BP site?

Member Cordes stated progress seems to be moving quickly, walls are up and the roof is on.

Mayor Letner informed the tanks are in the ground and the storm drains are in.

There was no New Business.

Motion by Letner, second by Boose to adjourn. All yeas, motion carried.



Meghan Wheeler, Clerk

Ryan Henderson, Chairperson