

Brookville Planning Commission
Regular Meeting
December 19, 2024

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on December 19, 2024. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Letner, Members Claggett, Ezerski, Kristof, Schreier and Wright; Manager Kuntz, Law Director Stephan and Clerk Duncan were present.

Roll call by Clerk Duncan.

Motion by Claggett, second by Kristof to adopt the Agenda as presented. All yeas, motion carried.

Motion by Kristof, second by Schreier to approve the minutes of the October 17, 2024 Planning Commission Meeting as presented. All yeas, motion carried.

Law Director Stephan reported the Community Center Zoning District includes the area of Market Street from Wolf Creek Street to the municipal bikeway. Concerns have been raised regarding certain types of retail uses locating in the Community Center District, including smoke and vape shops, pawn shops, and check cashing businesses. To address these concerns, the following text amendments should be considered by Planning Commission and City Council. In Section 1141.02 (a) (2), the text could be amended to delete pawn shops and tobacco shops from the list of permitted retail stores. In addition, Section 1141.02 (a) (14) authorizes "Other uses, which in the opinion of the Planning Commission are similar to the above uses indicated as being permitted." Law Director Stephan stated it could be specified in this section that Planning Commission is not authorized to approve pawn shops, smoke or vape shops, and check cashing facilities in this district. Law Director Stephan advised he will be reviewing these text amendments with Planning Commission and City Council with the goal of starting the process of approving these text amendments in January. Law Director Stephan stated he will recommend that City Council pass a motion to provide for a moratorium on these uses in the Community Center District until June 1, 2025 to permit the text amendment process to be completed.

Discussion followed regarding whether to include specific businesses such as pawn shops, smoke and vape shops, check cashing facilities and others in the list of excluded uses. Planning Commission members considered adding a general statement providing that any other uses not specifically outlined in permitted uses are subject to Planning Commission discretion and approval. Law Director Stephan was directed to draft an ordinance to update the language of Sections 1141.02 and 1141.14 to exclude certain businesses and to update the special uses section.

Member Wright advised he will be abstaining from the vote on this issue due to owning a business in the Community Center District.

Motion by Schreier, second by Kristof to direct staff to prepare an ordinance which updates the language of Sections 1141.02 and 1141.14 to exclude certain businesses and to update the special uses section in the Community Center Zoning District. Claggett yea, Letner yea, Schreier yea, Wright abstained, Ezerski yea, Kristof yea, Henderson yea. Motion carried with six yeas and one abstention.

Law Director Stephan advised Planning Commission needs to discuss options for zoning the recently annexed 85.611 acres on Upper Lewisburg Salem Road that was subject to referendum in November of 2024. The property was zoned General Business with Planned Development Overlay on 27.465 acres and R-1A Planned Development on 58.146 acres. The code of ordinances requires Planning Commission to make a zoning recommendation to City Council for any annexed property within the City of Brookville. Law Director Stephan stated that Planning Commission could place one of our existing residential zoning districts, such as R-1A or R-1B on the entire property, with Planned Development Overlay. Another option would be to use planned residential development zoning on the property with requirements for larger lots. A third option would be for Planning Commission to temporarily place conservation zoning on the property until the Comprehensive Land Use Plan is completed. Law Director Stephan advised the property owner has expressed a preference for a zoning that would allow them to market the property immediately. Permanent zoning districts should be assigned by the city within three months of annexing the property.

Discussion followed, focusing on pure residential zoning for the area, with no commercial development. Planned Residential development was explored as it would allow for control over size, materials and green space. Members discussed finding a middle ground between current R-1A zoning and the previously proposed acre and a half lot size. There was some interest in exploring the possibility of including some general business areas in the zoning, which would match the previously zoned GB areas. The updated Comprehensive Land Use Plan could provide some economic analysis to determine the impact of housing developments and small businesses on tax revenue. Members discussed the importance of public input, which will be considered during the zoning process in the form of a public hearing. Planning Commission directed staff to draft a Planned Residential zoning district and to include possibilities for General Business in the development for discussion at the next meeting.

Member Claggett asked for an update on the VIP Vape Shop on Market Street.

Manager Kuntz replied he has no update at this time, only hearsay.

Member Schreier asked if there has been any action on the new hotel project?

Law Director Stephan replied there is no action on the new hotel project at this time.

Law Director Stephan reported the medical building expansion on Mosier Parkway should begin in 2025.

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Mayor Letner commented he appreciated the opportunity to attend the Planning and Zoning Workshop at Sinclair. It was an excellent workshop which featured a lot of good training and information.

Motion by Claggett, second by Kristof to adjourn. All yeas, motion carried.



Kimberly Duncan, Clerk



Ryan Henderson, Chairperson