

Brookville Planning Commission  
Regular Meeting  
June 11, 2020

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on June 11, 2020. The Pledge of Allegiance was recited. Mayor Letner; Members Boose, Claggett and Sievers; Zoning Officer Snedeker, Law Director Stephan and Clerk Duncan were present. Member Cordes, Member Schreier and City Manager Keaton were absent.

Roll call by Clerk Duncan.

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

Motion by Claggett, second by Boose to approve the Meeting Minutes of the April 23, 2020 Regular Planning Commission Meeting. All yeas, motion carried.

Zoning Officer Snedeker advised Brookville Full Gospel Church has requested a Special Use Permit to install lights in the parking lot of the church, located at 235 S. Wolf Creek Street. The zoning for this property is R-1C. They are also requesting a variance for the height of the poles to 25 feet under Section 1159.03 (3) (D). Zoning Officer Snedeker advised current zoning states the source of the illumination in all parking lots abutting a residential area shall not be more than sixteen (16) feet above the parking lot surface. The lights will be LED lighting, which will shine straight down and not illuminate as much area around them. Zoning Officer Snedeker advised Jim Chase from Chase Electric was to be here to answer questions.

Mayor Letner asked how many lights and how many lumens the lights are?

Zoning Officer Snedeker replied they are proposing four lighted poles and he is not sure of the lumens.

Member Boose asked why they need lights when they never had lights before?

Member Sievers commented the church has a lot of evening activities so there probably is a need.

Chairperson Henderson stated he has no issues with the proposed lights and understands the concern for safety and security in that area. Chairperson Henderson advised shades can also be purchased for the lights to keep the light from spreading out into residential area. Chairperson Henderson stated his only question is what the foot candle is, which is the measure of how far the light spreads.

Member Boose asked if there would be any issue with the residents of Maple Street and the way the light would spread in the back.

Jim Chase of Chase Electric arrived. He stated the lights are 200 watts and are 15,000 lumens on steel poles. Jim Chase advised he does not know the foot candle but showed a picture of how the

light would spread, stating it should not affect neighboring residential properties. Mr. Chase also advised the lights will be on timers and will probably only be used for services on Wednesday nights.

Motion by Claggett, second by Sievers to approve Special Use Permit SU 20-03, for Brookville Full Gospel Church at 235 S. Wolf Creek Street, to approve the parking lot lighting plan as presented, with a variance to install 25' light poles with LED lighting. All yeas, motion carried.

Jeff Puthoff, of Choice One Engineering, requested approval of a site plan for a Special Use Permit to combine four (4) lots along Meadow Glen Avenue into one (1) lot in order to construct four 4-family units for B & B Rentals, Ltd. Mr. Puthoff advised B & B would also like to combine Lot #2399 and Lot #2395 into one lot for future development. Zoning for this area is R-3 Multi-Family Residential District and would be a Special Use under 1129.02 (b) (2) Multi-family uses exceeding four dwelling units. Mr. Puthoff also requested Planning Commission approve the Minor Subdivision Application for this project.

Member Claggett observed the units still look nice after 15 years.

Mr. Puthoff stated the existing units have worked out very well and B & B would like to duplicate them.

Mayor Letner asked if there is a targeted age group for the units?

Mr. Puthoff replied there is no target age group to his knowledge.

Member Boose asked if the façade will be similar to the existing units?

Mr. Puthoff stated they will replicate the existing façade.

Chairperson Henderson commented this boils down to changing some lot sizes and modifying the easement and he has no issues with it.

Motion by Letner, second by Claggett to approve Special Use Permit SU 20-04 to permit a multi-use development of four new multi-family buildings with four units in each building and approve the site plan as presented. All yeas, motion carried.

Motion by Sievers, second by Letner to approve MS. Application 20-01, Meadow Glen Subdivision-A Record Plan to replat 19.302 acres on Meadow Glen Avenue, with the new development on new Lot 2660. All yeas, motion carried.

Zoning Officer Snedeker reported Tim Via and Greg DeSpain are present for final site approval for the Day Care located at 533 Western Avenue. The Special Use SU-20-01 for the project was approved by Planning Commission on January 16, 2020.

Mr. DeSpain presented an example of the exterior façade for Planning Commission to view. The building will be a steel girder building with silver siding, cobalt blue trim and a 36" stone kneewall around the exterior.

Member Claggett asked if this will be strictly latchkey or will it be day care as well?

Mr. Via responded it will be open year-round for both latchkey and daycare for grades K through 5. In the summer, it will be scaled back to approximately 50 kids. There will be tutoring offered on campus, which they hope to offer at a more affordable cost than Sylvan Learning Centers.

Chairperson Henderson inquired what the width of the drive apron approach is?

Mr. DeSpain stated it will be a little wider than 24 feet.

Chairperson Henderson asked about parking and how many full-time staff will be occupying the parking spaces.

Mr. Via replied State Code requires they have a minimum of five staff members at all times for the proposed number of 100 kids.

Member Claggett asked if the Fire Department has reviewed the plans?

Zoning Officer Snedeker replied both Fire Chief Fletcher and Police Chief Jerome have reviewed the plans with no issues.

Mayor Letner asked if the neighbors are on board with this plan?

Mr. Via replied the school is on board but he has not contacted any other neighbors.

Mr. DeSpain advised he was approached by several neighbors while he was on site and they did not present any issues with it.

Mayor Letner commented some neighbors had issues in the past when Mr. Via tried to sell the building and he does not want a repeat of that. Mayor Letner stated the proposed business will provide a lot of relief to the library and their staff.

Mr. Via agreed, stating he thinks that is why Superintendent Hopkins is on board with it. The existing school latchkey is over capacity and does not serve grades three through five so those kids end up at the library.

Member Boose inquired whether they foresee any traffic issues?

Mr. Via replied that is possible, but many parents are already dropping kids off at the barn daily.

Member Boose agreed most residents are probably already used to the traffic.

Mr. DeSpain stated that is one of the reasons he positioned the entrance away from the stop sign so there would not be a blind spot that might cause a traffic issue. Mr. DeSpain stated he spoke to someone from the school about possibly putting in a sidewalk from the proposed daycare to the school.

Mr. Via stated he has discussed installing sidewalks with Superintendent Hopkins to make it easier for the kids to go to and forth from school without crossing any streets.

Mr. DeSpain commented they added a rear exterior door to the plans for full access if sidewalks are added in the future.

Chairperson Henderson inquired about the plan for storm drainage?

Mr. DeSpain stated there is not much stormwater runoff but there is a swale behind the adjacent house.

Mr. Via stated he contacted Choice One Engineering regarding stormwater and they indicated there is a storm sewer in front of the proposed daycare they can tie into.

Mr. DeSpain advised he also met with Service Superintendent Chris Homan regarding drainage. He presented some good ideas that they could utilize as well.

Member Henderson observed the site utility plan has not been presented yet but the site layout looks good.

Mayor Letner asked if a sidewalk to the school was installed, who would maintain it?

Mr. Via stated that would be his responsibility.

Member Sievers asked when they hope to start construction?

Mr. DeSpain stated they should be able to complete the project by Christmas break if not before.

Law Director Stephan stated he has reviewed the plan with Zoning Officer Snedeker and it is a solid plan with good driveway stacking.

Motion by Claggett, second by Letner to approve the daycare site plan at 533 Western Avenue for Special Use SU-20-01 as presented. All yeas, motion carried.

Zoning Officer Snedeker stated Matt Balsbaugh from M & L Investments is present to request a replat of 520 Arlington Road and 449 S. Wolf Creek Street, which is a parcel exchange with Jack McMaken. The exchange squares up each lot and makes each lot more useable.

Mr. Balsbaugh stated Jack McMaken approached him about the exchange and they are in agreement as it benefits both of them.

Motion by Letner, second by Boose to approve Plat of Survey-McMaken, Inc. and M & L Family Investments, LLC. All yeas, motion carried.

Motion by Letner, second by Sievers to approve the McMaken, Inc. Subdivision Record Plan to replat Lot 1800, part of Lot 1801 and a 0.008 acre tract into new single Lot 2657. All yeas, motion carried.

Motion by Sievers, second by Boose to approve M & L Family Investments, LLC Subdivision Record Plan to replat 0.66 acres and 0.047 acres into new Lot 2658. All yeas, motion carried.

Member Claggett asked if Mr. Balsbaugh has an end user for his lot?

Mr. Balsbaugh replied he does not have an end user at this time.

Zoning Officer Snedeker advised Randy Miller of Premier Motorworks, LLC is requesting to display two cars in the front of the property at 464 N. Wolf Creek Street. Their original request stated there were to be no cars parked in front of the building.

Mr. Miller requested an amendment to their Special Use Permit 19-03 to park two cars in front of the property. Mr. Miller advised Mr. Schindler, the owner of the property has provided a letter stating he has no issue with the with them using these two spots.

Mayor Letner asked if these two parking spots are facing north?

Mr. Miller replied the cars would be backed in parked at an angle facing south. This will not impede the other parking spots.

Motion by Claggett, second by Letner to amend Special Use 19-03 to allow two cars to be parked in the front parking lot located at 464 N. Wolf Creek Street. All yeas, motion carried.

Zoning Officer Snedeker reported 30 Zoning Permits were issued in the month in May and June and two new home permits were issued. Zoning Officer Snedeker reported 28 property maintenance violations with one filed in Montgomery County Municipal Court as of today. Freedom First reevaluated their lobby due to the pandemic but they are back on track. Zoning Officer Snedeker stated he has been contacted by a new developer and has also been in touch with the developer who was in a few months ago.

Member Claggett stated the What's the Scoop Ice Cream Store is a great shop but in a poor location because they are always so busy.

Law Director Stephan had no report but commented we have a citizen request to evaluate our zoning code as related to chickens. Law Director Stephan stated he is putting together some information regarding this issue for Planning Commission review.

There was no New Business.

Mayor Letner advised he recently walked the Terrace Park plat and heard from many people who thanked the City for everything they have done to help them. Mayor Letner stated the plat looks great and the homes no longer look like cookie cutter homes. Mayor Letner thanked everyone involved for their hard work and support.

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



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Kimberly Duncan, Clerk



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Ryan Henderson, Chairperson