

Brookville Planning Commission
Virtual Regular Meeting
December 17, 2020

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on December 17, 2020. The meeting was held virtually using Webex. The Pledge of Allegiance was recited. Mayor Letner; Members Boose, Claggett, Cordes, Schreier and Sievers; City Manager Keaton, Zoning Officer Snedeker, Law Director Stephan and Clerk Duncan were present.

Chairperson Henderson reminded everyone the meeting is being recorded.

Chairperson Henderson announced before adopting the agenda, he wanted to thank Member Boose for his 18 years of commitment to the Planning Commission. Chairperson Henderson stated Member Boose has been on Planning Commission since 2002 and extended his thanks and appreciation on behalf of all the Planning Members and the City of Brookville.

Member Boose stated he stopped at the City Office and Manager Keaton gave him a nice gift recognizing his service. Member Boose stated he has thoroughly enjoyed his experience on Planning Commission and thanked the City for the opportunity to serve.

Mayor Letner thanked Member Boose for his service on Planning Commission, stating he has done a terrific job and made some great decisions and some tough decisions in his day.

Manager Keaton thanked Member Boose and stated he has been a great asset to the City.

Planning Commission Members echoed their thanks and appreciation to Member Boose and wished him well.

Roll call by Clerk Duncan.

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

Motion by Claggett, second by Cordes to approve the meeting minutes of the November 19, 2020 Regular Planning Commission Meeting. All yeas, motion carried.

Zoning Officer Snedeker presented an updated Site Plan for 533 Western Avenue for the Latchkey and Further Education facility on behalf of Tim Via. Zoning Officer Snedeker advised after researching the drop off and parking area, Mr. Via has decided that an entrance and a separate exit drive would be safer. The entrance only would be on the south side of Western Avenue and the exit on the north side. The proposed Site Plan has been reviewed and approved by Police Chief Jerome and Fire Chief Fletcher. Zoning Officer Snedeker advised Mr. Via has also lowered the number of children in the latchkey program to 70. It will be latchkey only, there will be no daycare.

Member Boose asked if there are any issues with the amount of parking spots?

Zoning Officer Snedeker replied he does not foresee any parking issues as the capacity has been lowered to 70 children.

Chairperson Henderson advised he passes by the site often and it will be better having a separate entrance and exit. The curb cuts seem to have worked out well and he has no concerns with the new Site Plan.

Member Schreier agreed, stating the ingress and egress will work out much better this way.

Chairperson Henderson asked if signage will be installed marking the entrance and exit or if it would be marked on the pavement?

Zoning Officer Snedeker replied directional signage will be installed which will comply with our sign ordinance.

Member Boose inquired about the size of the signage and how soon it will be visible to those approaching the facility? He stated he is concerned about the last house before the facility blocking the signage.

Zoning Officer Snedeker replied that last house sits far back from the road so there should not be a problem.

Member Schreier commented the speed limit is 25 mph so drivers should have plenty of time to see the signage.

Motion by Schreier, second by Sievers to approve the updated Site Plan for 533 Western Avenue for the Latchkey and Further Education facility. All yeas, motion carried.

Zoning Officer Snedeker provided a report on the Permits and Property Maintenance Violations issued in November. Zoning Officer Snedeker reported for the first time since 2008, two new residential building permits issued in 2020. Zoning Officer Snedeker stated construction continues on the four-family units on Meadow Glen Avenue and one of them is nearing completion.

Zoning Officer Snedeker reported he sent the link for the virtual tour marketing the Payless building.

Zoning Officer Snedeker thanked Member Boose for his guidance in the 16 years he has been the Zoning Officer.

Zoning Officer Snedeker wished everyone a Merry Christmas and Happy New Year.

Member Schreier inquired how many available building lots there are in the City.

Zoning Officer Snedeker replied there are four vacant lots in Arlington Woods and five in Golden Gate Estates. Some of those lots are sold but there is no construction activity yet.

Law Director Stephan thanked Member Boose for his years of service to the City, stating he has done a great job.

Law Director Stephan wished everyone a Merry Christmas and Happy New Year.

Member Cordes inquired when Provimi is leaving Brookville?

Manager Keaton replied Provimi is scheduled to be out of Brookville by next August.

Member Schreier asked if there is any progress on the permit for the proposed restaurant at the former K's Restaurant site.

Zoning Officer Snedeker replied the liquor license is holding them up, which is issued by the State of Ohio. This is probably the contingency on whether the building sells or not.

Member Boose thanked the Service Department for their speed and efficiency in repairing the water main on Madrid Avenue last week.

Member Claggett asked when they are starting demolition on the house on Wolf Creek Street?

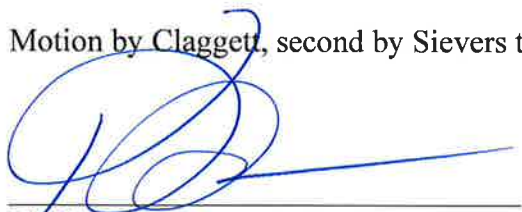
Manager Keaton replied she is in the process of finishing up the RFP's. The project must be done within 90 days of November 17, 2020.

Member Claggett asked if there is any news about the Gassaway property on Main Street?

Law Director Stephan replied Staff is moving towards nuisance abatement action on the property. We are part of a Land Bank Program which could potentially provide funds for demolition of this property.

Manager Keaton wished everyone a Merry Christmas and a safe and happy New Year.

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



Kimberly Duncan, Clerk

Ryan Henderson, Chairperson