



MAYOR
Lynn Eisentrout

FISCAL OFFICER
Jeanetta Anderson

AGENDA
PLANNING & ZONING COMMISSION
December 4, 2019
7:00 P.M.

CALL TO ORDER

ROLL CALL

MINUTES October 16, 2019
 November 6, 2019

ZONING OFFICER'S REPORT November 2019

VILLAGE PLANNING

- Greenspace Planning
- Continued sidewalk program discussion
- Home occupation discussion

NEW BUSINESS

OLD BUSINESS

ADJOURN

COUNCIL MEMBERS

Diane Schrimpf
Joseph Curl

Matthew Star
Lori Howard

Tony Benedetti
Tiffany Hughes

VILLAGE OF MINERVA PARK
ZONING & CODE ENFORCEMENT REPORT - November 2019

Address	Date	Violation	Code Section	Description	Letter Sent	Correct By	Letter #	Status	Closed/Abated	Notes
3268 Yellow Finch Way	11/5/2019	Inoperable Vehicle	1482.08(c)(1)(2)	Pick-up truck in driveway with flat tire	11/12/2019	11/22/2019	1	Closed	Closed	Vehicle repaired. In compliance
5460 Cleveland Ave	11/18/2019	Branched and limbs	665.05	Trees, branches and limbs on property	11/21/2019	11/27/2019	1	Closed	Closed	Compliance
2670 Lakewood Dr	11/19/2019	Commercial Sign	1480.12	Sign advertising business in front yard	11/21/2019	12/2/2019	1	Closed	Closed	Compliance
2692 Jordan Rd	11/19/2019	Outside Storage	1480.12	Building material stored outside	11/21/2019	12/2/2019	1	Closed	Closed	Compliance
4881 Farview Rd	11/18/2019	Front/Side lawn	1482.12	Dead lawn	11/21/2019	11/27/2019	3	Open	Open	Non-Compliance
4853 Farview Rd	11/18/2019	Front/Side lawn	1482.12	Dead lawn	11/21/2019	11/27/2019	3	Open	Open	Non-Compliance
5360 Cleveland Ave	11/22/2019	Trash outside	1480.12	Trash stored outside of trash bin	11/25/2019	12/5/2019	1	Closed	Closed	Compliance
2758 Lakewood	11/22/2019	Trash and debis	1480.12	Trash, debris and litter outside	11/25/2019	12/5/2019	1	Open	Open	Non-Compliance
5386 Park Lane Ct	11/21/2019	Commercial Sign	1280.04	Sign advertising business in front yard	11/25/2019	12/5/2019	1	Closed	Closed	Compliance
3053 Wolfbirsch Dr	11/14/2019	Deck Permit						Closed		Delivered
3260 Yellow Finch Way	11/14/2019	Fence Permit						Closed		Delivered
2559 Lakewood Dr	11/18/2019	Home Occupation		Minerva Quilting Company-Renewal				Closed		Delivered
2755 Jordan Rd	11/26/2019	Shed Permit						Closed		Delivered

RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK

Planning & Zoning Commission Work Session

October 16, 2019

Minutes

Donna Kopecky called the meeting to order at 7:07 p.m.

Roll Call: Chairperson Donna Kopecky, Vice Chairperson Lisa Craddock-Thitoff, Village Planner Eric Fischer, Council Liaison Tony Benedetti, Nathan Johnson

Minutes:

Donna Kopecky moved to accept the minutes of September 11, 2019; Councilman Benedetti seconded; passed.

Zoning Officer's Report:

- ❖ Lisa Craddock-Thitoff said she saw some squash plants planted on Village property on Green Line Way and East Shore Dr.

Village Planning:

- ❖ Discussion ensued about the Enocam lot.
- ❖ Discussion ensued about the zoning behind the rehab center.
- ❖ Sidewalk Maintenance:
 - ❖ Mr. Fischer passed out examples of Westerville's sidewalk program. Municipalities have different ways to inspect and do quality control of sidewalk maintenance. Mr. Fischer asked if the members could read over the program and give thoughts about the processes for sidewalk maintenance. Discussion ensued about the liability of sidewalks and their hazards. The existing sidewalks are not owned by the residents, but they are within the right of way.
- ❖ The amphitheater area was discussed. Chairperson Kopecky had done some research about the environmental impacts, labor, and maintenance of an amphitheater. There is information about the type of grants that could be utilized. Lisa Craddock-Thitoff was going to look for old photos of what the original amphitheater looked like. There had been discussions in the 1970s of redoing the amphitheater. Lisa Craddock-Thitoff asked about the uses of the amphitheater. Chairperson Kopecky suggested working with Hawthorne about making it an outdoor classroom. It could be used as a social gathering place and other community events. There are a lot of different ways that space could be used. Discussion continued about community involvement.
- ❖ Chairperson Kopecky brought up discussing a budget requesting funds from Council for future projects.
- ❖ The types of maintenance regarding the trees along the dam were discussed.
- ❖ Councilman Benedetti expressed his interest in having greenspace planning and making decisions.
- ❖ Chairperson Kopecky attended a Sustainability Conference. They could potentially use expertise and interns to help with different projects.
- ❖ Chairperson Kopecky would be contacting people on what they would like to see for the amphitheater area.

The meeting adjourned at 8:50 p.m.

Mayor Lynn Eisentrout

Chairperson Donna Kopecky

**RECORD OF PROCEEDINGS
VILLAGE OF MINERVA PARK**

Planning & Zoning Commission

November 6, 2019

Minutes

Chairperson Donna Kopecky called the meeting to order at 7:00 p.m.

Roll Call: Mayor Eisentrout, Chairperson Donna Kopecky, Nathan Johnson, Village Planner Eric Fischer, Lisa Craddock-Thitoff arrived late

Code Enforcement Officer's Report:

- ❖ Councilman Benedetti said that there was an incorrect code number on one of the columns.
- ❖ Discussion ensued about the maintenance code. Mayor Eisentrout said to email questions to both the code enforcement officer and the village planner.

Village Planning:

- ❖ There was an error made in the M/I section that affects two lots. This occurred because the location of the crosswalk and the driveway of the house. Council will have to amend the development text. Houses have to be 12 ft apart and in this instance between these two lots, the houses are 10.5 ft apart. Both sites are under contract. Discussion ensued about the responsibilities of informing the involved parties. Chairperson Kopecky asked if there as a safety concern with the houses being closer. Mr. Fischer said it was more of an aesthetic issue.

Mayor Eisentrout moved to have Council review the proposed development text change;
Councilman Benedetti seconded; passed.

- ❖ Mr. Fischer asked for feedback about the sidewalk program. Lisa Craddock-Thitoff said that there should be specific guidelines for the sidewalk repair if the residents were to hire someone themselves. Mr. Fischer said he would look at what the general cost was for the sidewalk per lot in surrounding areas.
- ❖ For the greenspace planning, Mr. Fischer had a map of the Village from Franklin County. He said that there are platted right of ways in the Village that were intended to be streets but are not. There are spaces where there could be pathways. Lisa Craddock-Thitoff said her priority would be replacing the blacktop path. A dock in the lake was suggested. There used to be a bird sanctuary in the spillway. Residents have asked for some type of screening for the basketball court and a trash can for that area. Natural playgrounds and fit trails were suggested. Councilman Benedetti said they could have a sledding hill somewhere. Chairperson Kopecky said that in Reserve F it is a sloped area that would be good for a skate park. There is an area by where Quiet Brook Vale and Wolfbirch intersect that has potential for outdoor activity. There is an area by the pool that could be used for a pickle ball court. A mini apple orchard was also suggested. One resident wants a gazebo by the lake. The amphitheater space could potentially hold a large number of people for community gatherings. Entrance features for the different entrances to the Village were suggested. Lisa Craddock-Thitoff wants to see pollinator areas.

The meeting adjourned at 8:43 p.m.

Mayor Lynn Eisentrout

Chairperson Donna Kopecky