

**West Jefferson Ohio Planning & Zoning Commission**

28 East Main Street

Meeting 6:30 PM

Wednesday, January 10, 2024

*Meeting Minutes*

**Call to Order:** Vice Chairperson King called the meeting to order at 6:30 PM and asked for Roll Call.

**Roll Call:** Mrs. Paula Hay, Mr. Richard King, Mrs. Sandy Boucher, Mr. James Graham and Mr. Vern Flowers

**Absent:** none

A motion was made by Mrs. Boucher and seconded by Mr. Flowers to nominate Paula Hay as Chairperson.

**ALL IN FAVOR: YES**

**Paula Hay is the 2024 Chairperson**

**Approval to accept minutes:**

Chairperson Hay asked for a motion to approve the minutes from the October 4, 2023 meeting.

A motion was made by Mr. Flowers and seconded by Mr. Little to approve the minutes.

**VOTE YES:** Mr. Flowers, Mr. King, Mrs. Hay Mrs. Boucher and Mr. Graham

**VOTE NO:** none

**Motion Carried**

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**Case # WJV23-0005 – Applicant: Circle K - Property address: Parcels # 16-00054.000 & 16-00061.000 - Request: For a preliminary and final development plan for a Proposed Circle K retail gasoline sales and convenience store.**

**Chairperson Hay explained the public meeting process.**

**Public hearing opened at 6:32 PM**

Mr. Tom Hale, Staff, explained that Circle K had brought this case to them previously for recommendation to Council. It was then disapproved by Council. Circle K is now coming back to Planning with a new proposal.

Mr. Tom Hart (Applicant), stated that he has with him the Circle K team. Bret Lamb (Development Manager), Jesse Delarca (Civil Engineer), and John Royer (current property owner). Mr. Hart explained that it is coming back to Planning Commission after Council consideration last year. The base plan is similar but with Council feedback Circle K has made some changes. The originally plan had a 6-foot privacy fence between Circle K and the neighbor behind. With the new plan the fence will be 8 feet tall to add more screening. It will now extend to the existing trees. Circle K also agreed to add more trees with a variety that will grow 30 feet or more. Another change is the distance between the building and residential house. Mr. Hart said they will also entertain monuments signs instead of pole signs. He

said this plan has better standards than what the zoning text allows. The zoning text allows for 80% lot coverage and they only have only 50% lot coverage. He pointed out where the retention basin will be. Mr. Hart pointed out that this site was zoned under planned commercial district for a gas station and many other uses in 2022 when the site was annexed. But before that it was zoned in the county for commercial. He feels that this proposal is reasonable.

Chairperson Hay asked about the signage and being monument and if they would do that.

Mr. Lamb said yes, they would and if they could do 2 signs that would accommodate the visibility that the company would desire.

Mr. Hart suggested that they could put that proposal together for Council.

Mr. King would like it to be a condition of the approval.

Chairperson Hay asked about the building location and if it had been moved.

Mr. Hart said yes, they did move the building.

Mrs. Boucher asked if any of the lighting would shine over on the neighbor's property.

Mr. Hart said that code requires that they only cast down.

Mr. Delarca explained that they will put shields on them close to the neighbor property.

Chairperson Hay asked if the trees would die out would they be replaced.

Mr. Hale explained that the landscaping ordinance would cover and be regulated by the Zoning Department.

Mr. Flowers asked if the fence would be just like pictured in the handout they received.

Chairperson Hay asked if there was any in favor or against this case.

Hearing none.

#### **Public Hearing Closed at 6:50PM**

**Case # WJV23-0005 – Applicant: Circle K - Property address: Parcels # 16-00054.000 & 16-00061.000 - Request: For a preliminary and final development plan for a Proposed Circle K retail gasoline sales and convenience store.**

**A motion was made by Mr. Flowers and seconded by Mr. Graham to recommend approval to Council the preliminary and final site plan approval with the following conditions: All road signs to be monument type.**

**VOTE YES:** Mr. Flowers, Mr. Graham, Mrs. Boucher and Mr. King

**VOTE NO:** none

**Motion Carried**

A motion was made by Mr. Flowers and seconded by Mr. Graham to adjourn

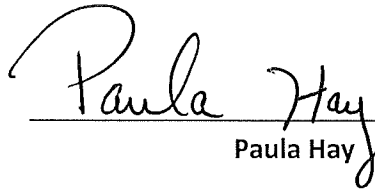
VOTE YES: Mr. Flowers, Mr. Graham, Mrs. Boucher and Mr. King

VOTE NO: none

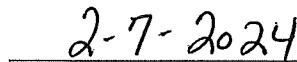
Motion Carried

Meeting Adjourned at 6:54 PM

Chairperson:

  
\_\_\_\_\_  
Paula Hay

Date:

  
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Respectfully submitted:  
Kristie West, Staff  
Department of Development