

**West Jefferson Ohio Planning & Zoning Commission**

28 East Main Street

Regular Meeting 6:30 PM

Wednesday, December 8, 2021

*Meeting Minutes*

**Call to Order:** Chairperson Hay called the meeting to order of the West Jefferson Planning & Zoning Commission and asked for a Roll Call at 6:31 PM.

**Roll Call:** Mrs. Paula Hay, Mrs. Sandy Boucher, Mr. James Graham, Mr. Jimmy Little and Mr. Roy VonAlmen

**Absent for Roll Call:** none

**Approval to accept November 3, 2021 minutes:**

Chairperson asked for a motion to approve the minutes from the October meeting.

Motion by Mr. Graham to accept the minutes, seconded by Mr. Little to **approve** the minutes from the November 3, 2021 meeting.

**VOTE YES:** Mr. Graham, Mr. Little, Mr. VonAlmen, Mrs. Boucher and Mrs. Hay

**VOTE NO:** none

**ABSTAIN:**

**Motion Carried**

**New Business:**

**Case # V21-0027 - Property address: Parcel #16-00001.001 - Request: is a for final site plan approval including landscaping.**

Mr. Tom Hale (Staff), stated that this the final site plan approval for Exeter Timmons. He stated the parcel is in the Planned Commerce District and read ordinance 1125.02 Planned Commerce District (PCD) (g) Procedure for Site Plan Approval and Necessary Amendments.

Mr. Justin Muller (Applicant), and Mr. James Ryan (Owner), stated their names. Mr. Ryan explained that Exeter was a real estate firm and stated the properties they owned in West Jefferson. Mr. Muller said the Timmons property was roughly 250 acres. The proposal will be in two phases with four buildings total. The first two buildings will be along State Route 29. Building one will be 430,000 square feet and building two will be 617,000 square feet. The site will have three access points, one at Commerce, one at Enterprise and one somewhat in the middle.

Mr. Jim Monsul (property owner to the west of the property) explained that he started planning to develop his property. He explained what the state was planning to do with State Route 29. He was asking if this development has taken in to consideration what the state is planning which would affect them and their access point. At one point it

was talked about that they would have to go through the Timmons property by the way of a roundabout. He feels that this developer should meet with the State of Ohio Transportation Department to see what their plans are which would affect his property. He feels this is very important because over the years they have had a number of people approach them.

Mr. Hale asked Mr. Muller if they have had any conversations with ODOT on this.

Mr. Muller said they are aware of the development and the second roundabout. ODOT will be reviewing their access points for approval. He stated he was not aware of any conversations on cross access through the site. He said that Mr. John Mitchell (Public Service Director), is very good at understanding this as they go through the engineering review. Mr. Muller said that they cannot control what ODOT does but they would have to approve the access points.

Mr. Monsul said he understands what was said but would like for the developer to guarantee them an access point.

Mr. Muller said he felt that ODOT can't land lock your property however did feel he could not guarantee that today without having all the details.

Mr. Ryan said it is something they can discuss further down the road.

Mr. Monsul asked if the board were to approve this that they put an explanation that the developer will work with them on the access point.

Chairperson Hay explained that they could put that in there and that they will sit down with them and go over their concerns.

Mr. Hale explained that Planning Commission recommendations for or against goes to Council and that they are actually the final authority. Once Council gets the recommendation, they have 60 days to put it on the agenda.

Mr. Graham asked Mr. Monsul if the property he is responsible for is developed at this point.

Mr. Monsul said no but they have had several users come to them.

Chairperson asked if they had submitted anything about the signage.

Mr. Muller said they do not have this developed yet.

Chairperson reminded them that the signage does need to come through the Planning Commission. She also asked if they would be doing any fencing and if so, it would also need to come before Planning Commission.

Mr. Ryan said they would not be doing that as a landlord prior to a lease agreement being executed.

Mrs. Boucher asked if the landscaping was the same as around the other commercial properties.

Mr. Muller said yes it was.

Mr. Robert Shaw (property owner) asked about the culvert.

Mr. Monsul explained that it was along I-70.

**A motion was made by Mr. Little and seconded by Mrs. Boucher to approve the final development plan including the landscaping with the condition that the developer discuss the access points.**

***Case # V21-0027 - Property address: Parcel #16-00001.001 - Request: is a for final site plan approval including landscaping.***

**VOTE YES:** Mr. Little, Mrs. Boucher, Mr. Graham and Mr. VonAlmen

**VOTE NO:**

**Motion Carried**

***Case # PZC21-0161 - Property address: 225 Cemetery Road - Request: is a for sign permit.***

Mr. Hale stated that back in August they changed the ordinance that gave the Director the authority to approve signs that met the general conditions. Since then we found in the regulations that there are two other places that contradict the changed ordinance. In the meantime, Chief Snyder asked for an extension on the sign for the New Firehouse. This request would need to come to Planning Commission until the legislation is straightened out.

Mr. Hale showed a picture of the sign and noted that it is in an R-3. He explained that it is allowed to be there but does exceed the square footage allowed and can't be permanent because regulations stipulate that there must be a building there. The Planning Commission would need to establish the time frame.

Chief Chris Snyder explained even though the levy failed that it is still the proposed site for the new fire house.

Chairperson asked how long does he feel the sign will need to be there.

Chief Snyder said he would like for it to be there long enough for them to decide. He asked for it to be there for maybe a year.

Mr. Little asked why leave a temporary sign up when you have no clear vision what will be done next.

Chief Snyder asked how this sign plays into relationship to the signs out at the warehouses.

Mr. Hale said that this is in an R-3 district and that it is permitted with a building. He explained that his recommendation would be to give 180 days and then they need to come back to see where it is at. He said there is no expense to the township to do that.

**A motion was made by Mr. Little and seconded by Mrs. Graham to approve the sign permit for 180 days.**

***Case # PZC21-0161 - Property address: 225 Cemetery Road - Request: is a for sign permit.***

**VOTE YES:** Mr. Little, Mr. Graham, Mrs. Boucher, and Mr. VonAlmen

VOTE NO:

Motion Carried

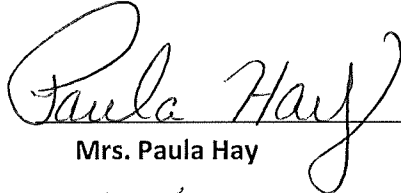
Staff Comments:

Mr. Hale discussed the ordinances that they have been fixing and sending to Council. The homework for the board is to read & review the Legal Non-Conformance Uses.

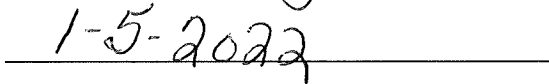
Meeting was adjourned at 7:39 PM.

Next Meeting: January 5, 2021

Chairperson:

  
Mrs. Paula Hay

Date:



Respectfully submitted:  
Kristie West, Staff  
Building, Planning, and Zoning Department