

VILLAGE OF SWANTON

Planning Commission Meeting Minutes

January 7, 2020 • 6:30 p.m.

The meeting was called to order at 6:30p.m. Roll call was taken; those present included: Mr. DeGood, Mayor Toeppe, Mr. Erdman, Mr. Young, Mr. Dzyak, Mr. Brown, Code Enforcement and Mrs. Hoelzle, Village Administrator.

Mr. DeGood welcome Mayor Toeppe to the table. Election of the 2020 Officials took place.

Mr. Young moved to nominate Mr. DeGood as Chairman, with Mr. Dzyak seconding. No discussion. Roll Call vote. Motion carried 4-0-1 with Mr. DeGood abstaining.

Mayor Toeppe moved to nominate Mr. Erdman as Vice- Chairman, with Mr. Dzyak seconding. No discussion. Roll Call vote. Motion carried 4-0-1 with Mr. Erdman abstaining.

Mr. DeGood asked for approval of the December 3, 2019, Meeting Minutes. *Mr. Erdman moved to approve the December 3, 2019 Meeting Minutes, with Mr. DeGood seconding. No discussion. Roll Call vote. Motion carried 4-0-1 with Mayor Toeppe abstaining.*

The first substantive item on the agenda was a Public Hearing for a Site Plan Review at 95 S. Main. The new tenants, CK Sweets, owned by Derek and Cat Kania wish to install a drive-through on the east side of the building but no other exterior improvements have been presented at this time. Codified Ordinance § 150.148¹ Drive-Through Business Establishments illustrates requirements for a drive-through establishment. Mr. DeGood invited Mr. Kania to speak on behalf of the application.

Mr. Kania introduced Mr. Kevin Brown, the architect who designed the drawing. He indicated he updated the drawing per the details laid out in the letter sent to him by CT Consultants, the Village's consulting engineer. The resubmitted plans now have 6 spaces at 10'x20'. Conservation centered on the eight (8) points listed in the letter by CT Consultants:

1. § 150.148 B.1 The drive-through business shall maintain a minimum of 100 feet of street frontage and be located on a collector or arterial street.
 - a. Meets regulation
2. § 150.148 B.2 All drive-through facilities shall be a minimum of 100 feet from the property line of a residential use.
 - a. For discussion
3. § 150.148 B.3.a Drive-through establishments shall provide a minimum of six stacking spaces (within the site) before the transaction window or area. An additional space shall also be provided adjacent to the transaction window or area.
 - a. Original did not meet regulation but the updated drawing does

VILLAGE OF SWANTON

Planning Commission Meeting Minutes

January 7, 2020 • 6:30 p.m.

4. § 150.148 B.3.b Each stacking space shall be a minimum of 20 feet in length and ten feet in width along straight portions. Stacking spaces and stacking lanes shall be a minimum of 12 feet in width along curved segments. Stacking lanes shall be delineated from traffic aisles, other stacking lanes and parking areas with the use of one or more of the following: striping, curbing, landscaping and the use of alternative paving materials or raised medians. Entrances to stacking lanes shall be clearly marked and be at least of 60 feet from any roadway intersection with the access connection. The distance shall be measured from the street to the beginning of the entrance.
 - a. Original did not meet regulation but the updated drawing does
5. § 150.148 B.3.c Stacking lanes shall be designed to prevent circulation congestion, both on site and on adjacent public streets. The circulation shall separate drive-through traffic from site circulation traffic, not impede or impair access into or out of parking spaces, minimize conflicts between pedestrian and vehicular traffic by physical and visual separation between pedestrian ways and stacking lanes and driveways, or at the crossing of the two.
 - a. No exceptions taken
6. § 150.148 B.3.d Stacking lanes shall not interfere with required loading and trash storage areas nor impede or impair vehicular movement within stacking lanes. If said separate stacking lane is curbed, an emergency by-pass or exit shall be provided.
 - a. Mr. Kania indicated that the trash receptacles will be on the grass area in the southeast portion of the lot
7. § 150.148 B.3.e Access to and egress from all stacking lanes shall be made within the parking lot and not directly to or from a public right-of-way. Stacking lanes shall be integrated from the site circulation pattern.
 - a. Original did not meet regulation but the updated drawing does
8. Engineering quality turning movement analysis
 - a. Mr. Kania indicated he can make the turn with his large Dodge truck

Zoning Staff Report

The 2019 Revenue Report was reviewed. The 2019 permit information was reviewed. There was a question on the permit, at 127 Peachtree, for a shed as to why the fee was so large. Mrs. Hoelzle will look into it and report back.

VILLAGE OF SWANTON

Planning Commission Meeting Minutes

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Discussion on section of Codified Ordinances related to signs. Mr. DeGood requested the Planning Commission review the definitions listed in the City of Maumee's ordinances. After this review the Planning Commission would review the sign code.

Mr. DeGood requested an update on any building permits. Mrs. Hoelzle indicated she is monitoring the Citizen Serve website through Wood County Building Inspection for any issues.

There was a small discussion on the trailer parked at Reichert Jewelers and if it constitutes a sign.

Mr. DeGood made moved to adjourn the meeting, with Mr. Erdman seconding. Roll Call vote. All YES. Motion carried 5-0.

Adjournment at 7:30 p.m.

RdG

Mr. Roger DeGood

