

VILLAGE OF SWANTON

Planning Commission Meeting Minutes

September 1, 2020 • 6:30 p.m.

The meeting was called to order at 6:33p.m. Roll call was taken; those present included: Mr. DeGood, Mayor Toeppe, Mr. Dzyak, Mr. Erdman, and Mr. Young. Mrs. Hoelzle, Village Administrator was also present. This meeting was conducted via Zoom and live streamed to the Village of Swanton's Facebook page.

Mr. DeGood asked for approval of the August 4, 2020, Meeting Minutes. *Mr. Erdman moved to approve the minutes of August 4, 2020, with Mr. Young seconding. No discussion. Roll Call vote. All YES. Motion carried 5-0.*

With no end in sight for live streaming meetings, Mrs. Hoelzle presented procedures for conducting public hearings during a live streaming meeting. There are modifications how we receive public comments during public hearings in a Planning Commission Meeting. At this time, the Village of Swanton will accept written public comment in place of in-person participation. Written public comments can be e-mailed to Village Administrator Rosanna Hoelzle at admin@villageofswantonohio.us, or dropped off at the Municipal Building at 219 Chestnut. Public Comment received by 2 PM on the date of the Planning Commission will be provided to the Planning Commission in advance of the meeting and will become a part of the permanent record of the meetings. If e-mailing, please note "Public Comment" and the meeting date in the Subject field.

During an in person Public Hearing the process is the same as follows, except it will be done virtually through comments instead of in person. Only comments/questions related to the Public Hearing will be addressed in the Facebook comments when lived streamed. The Chairman will first acknowledge applicant, or representative, to speak on behalf of application. The Chairman will next acknowledge those who wish to speak in support of application. This is when those in support should comment on the Facebook Live stream. After all those have been heard, the Chairman will then acknowledge those who wish to speak in opposition of application. At this time those in opposition should comment on the Facebook Live stream. All these comments will become part of the public record. If there are questions about a different topic please submit to the Village Administrator directly.

The first substantive item on the agenda was a Site Plan Review for 400 Church, Scottdel, for a proposed accessory structure. Mr. Josh O'Neil, engineer speaking on behalf of Scottdel, gave a brief overview of the application. Scottdel desires to erect a new building near one of the Church Street entrances. Mr. Kevin Thornton, CEO of Scottdel, mentioned that the location was chosen because of efficiency. This would allow for processes to become more efficient. Mr. O'Neil spoke on drainage and landscaping. He indicated that erecting the building will not change impervious area since the

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area is already concrete. Mr. Young asked if there will be any fencing on the north side of the proposed building. Mr. Thornton indicated no fence.

Mayor Toeppe moved to approve the Site Plan at 400 Church as submitted with Mr. Erdman seconding. No discussion. Roll Call vote. ALL YES. Motion carried. 5-0

Zoning Staff Report

Mrs. Hoelzle first provided follow up from the August 2020 meeting, specifically in regards to sidewalks at the proposed SwanLock storage unit facility on Airport Highway. §150.403 Site Plan Requirements only states that a site plan shall indicate the widths and locations of existing or proposed sidewalks. It does not actually state sidewalks are a requirement. Mrs. Hoelzle indicated that from a Zoning Code perspective, SwanLock is not mandated to install sidewalks. Mr. DeGood mentioned §150.140 "A site plan shall be submitted which depicts the placement of structures, a storm water management plan, parking, landscaping, setbacks, fencing and other elements that the code shall require or *village officials shall request.*" There was discussion on what constitutes a Village Official and what would be reasonable to request. The motion to approve the Site Plan for the storage unit facility included sidewalks but after discussion with Village Solicitor this can't be required if there is nothing in the Code.

Mrs. Hoelzle next brought up a solar array at Swanton High School. Swanton Local School District is placing a solar array on a portion of the property location at SHS. There is currently no section of the Codified Ordinances, Zoning Code which outlines regulations for solar arrays. One of the requirements of the National Electric Code requires a fence. Therefore Mrs. Hoelzle advised that they could move forward with project.

Mrs. Hoelzle also mentioned that the Pavilions at Swanton Elementary and Swanton Middle School will be a different dimension but in same location. NO issue from Planning Commission.

Mr. DeGood went into details about procedures for meetings. He requested that all motions be made in the positive so it is a little clearer for roll call.

Mr. DeGood made moved to adjourn the meeting. Voice vote. All yes.

Adjournment at 7:34.m.



Mr. Roger DeGood