

## Garrettsville Planning Commission Minutes

November 30, 2006

The Planning Commission Meeting was called to order by Chairman Dave Kirk, with Don Harvey, Jerry Kehoe, Mark Manlove (Solicitor), Craig Moser (Mayor), and Jan Boehm (Zoning Inspector) present. Mr. Hadzinsky was absent.

After the Pledge of Allegiance, Mr. Kirk requested a motion to approve the minutes of the last meeting. The minutes of the Planning Commission meeting of November 7, 2006, were approved by a motion from Don Harvey and seconded by Jerry Kehoe.

**Vote:** Ayes – Unanimous

The Planning Commission reviewed the requested changes by the Fire Chief, Dave Friess to page 3 item k of the Commercial Change in Use application implemented after the last Planning Commission meeting of November 7, 2006. The Fire Chief again requested the wording to be changed from: “The Fire Chief has reviewed this application and finds this property acceptable for Fire Safety. For a Change in Use, the Portage County Building Department must issue the proper paper work for review prior the Fire Chief’s inspection (Industrial, Commercial, Multi-Family, Historical District and Change of Use.”, to “The Fire Chief has reviewed this application and will forward any recommendations to the Planning Commission prior to the next meeting.” The new wording is in effect immediately after the meeting.

It was noted by Dave Friess that local business are not following through and obtaining a County Occupancy Permit.

A motion was made by Craig Moser to accept the second requested change in wording of the Commercial Change in Use application on page 3 item k; Jerry Kehoe seconded the motion.

**Vote:** Ayes – Unanimous

A letter sent by Fire Chief, Dave Friess, was reviewed by the Planning Commission which listed concerns and comments regarding the proposed Garrettsville Sports Complex on Industrial parkway. The Fire Chief was questioned about item #4 of the letter, “Approved water supply capable of supplying the required fire flow for fire protection shall be provided”. Per Mr. Friess, this statement is related to the proper amount of water flow at the farthest sprinkler head, if the pressure is insufficient, a water pump must be installed.

The Zoning Inspector was requested to forward a copy of the Fire Chief’s letter to Mr. Robert Schwan, the builder and owner of the sports complex.

Mr. Tim Bickett was in attendance to request information about the Mallory building and the permitted uses in the CBD/PD. Mr. Bickett also submitted a Change in Use application (void of fee and signatures) for apartments above and a commercial establishment at street level. Mr. Bickett was advised that second floor residential units are a conditionally permitted in the CBD/PD zoning districts; the Fire Chief who was in attendance, advised him of the necessary fire requirements needed. Mr. Bickett was also advised of the minimum square footage required for apartments, necessary parking area, Mr. Manlove indicated offices are not a conditionally permitted use; the required exits are still needed.

The parking area size was reviewed relative to the Historical Society’s shared driveway. Mr. Bickett was also advised that any plans for a building in the CBD/PD must be submitted to and reviewed by the Planning Commission prior to its execution.

A discussion regarding the Quail Run development was on the agenda for any possible issues. No action was needed to be taken at this time.

Ms. Kim Kirk was in attendance to request a Change of Use for the property located at 10561B Freedom Street the property is vacant, and Mrs. Kirk wished to use the site for yoga class instruction and possibly, at a later date, wellness (health) consulting. This property is zoned Industrial

Craig Moser motioned to grant the proposed change in use and Jerry Kehoe seconded the motion.

**Vote:** Ayes – Unanimous, abstention by Dave Kirk

After a request by Mr. Burganski, the Planning Commission publicly reviewed item two of the “FYI” section of the December Agenda. Several citizens had serious concerns regarding the alleged “group home” located at 8399 Center Street. Several citizens noted the increased daily activity of the home with the increase of vehicle traffic and daily stops of a van from the Portage Industries.

Mr. Buganski reiterated his visited to the home and meeting of the alleged attendees and one handicapped individual. It was also stated that Mr. Krcmar, the owner of the home told one neighbor, of his intentions to operate a “group home” at the location on Center Street.

Mark Manlove stated the use of a currently operating “group home” does not meet with Garrettsville’s Ordinances. Mayor Moser stated the Village needed to determine the current activity inside of the house. The attendees from the audience stated Mr. Krcmar is operating other “group homes” for handicapped individuals in Nelson Township. The Zoning Inspector was instructed to inform the citizens concerned if any information should arise.

Jerry Kehoe motioned for a adjournment, and Don Harvey seconded the motion.

**Vote:** Ayes – Unanimous