

## Garrettsville Planning Commission Meeting Minutes

October 6, 2011

At 7:00 pm, Chairman Hadzinsky called the Garrettsville Planning Commission to order with Mayor Moser, Don Harvey, Michele Stuck, Solicitor, and Jan Boehm Zoning Inspector present. Gretchen Cram and Jerry Kehoe were absent.

After the Pledge of Allegiance, Chairman Hadzinsky called for approval of the minutes of the September 1, 2011, Planning Commission Meeting; Mayor Moser motioned for an approval, and Chairman Hadzinsky seconded the motion.

**Vote:** Unanimous

Ms. Beth Ahrens from the Portage County Health Department had previously requested to be heard first due to a prior appointment; therefore, was heard first, from listed, item #4, of the Information portion of the agenda. Ms. Ahrens was present to address the Planning Commission regarding the current "Numa Café" located in the lobby of Praise Assembly of God Church, 10280 State Route 88. The above church is conditionally permitted in the R-1 residential zoning district.

Ms. Ahrens stated, based on the county Health Department regulations, churches are permitted to serve food 52 separate days per year or seven consecutive days; the above food service operation officially started consecutive operation on September 19, 2011; therefore, if still in operation, would be in violation December 6, 2011. The Café was inspected, during which Ms. Ahrens pointed out several violations that needed attention. The Café was presented with a packet outlining the approval process for a food service operation; the Planning Commission was presented with the same packet. Within the guidelines of the above packet an applicant must not only meet food safety regulations but also building approval, plumbing regulations, zoning approval, and fire safety regulations to obtain a food service operation license.

Zoning was then discussed as a café is not conditionally permitted in the R-1 residential district; with this the County Health Department would need a letter of exception from the Village as one of the criteria for a food service license. Ms. Ahrens also discussed no delineation currently existing with regards to the commercial café and the current nonexempt status of the church with regards to the county.

The Zoning Inspector was requested to write a letter to the church defining Village Ordinances with reference to the café in the existing zoning district. Ms. Ahrens was thanked by the Planning Commission for attending the Planning Commission meeting and presenting the relative information.

Mr. Matt Newsome, an agent for Verizon Wireless, was in attendance to request a Conditional Use certificate to add a 48 Kw generator and a propane tank within the existing fenced compound for the Verizon cell tower located at 1333 Brosius Road which is in the proximity of the Village water wells. Construction plans were sent to Jeff Sheehan of the water department and were approved. The generators would replace the existing batteries which provide hours of back up service; after the initial four hours there would be an automatic turnover to the generators as a backup for extended power outages. This is needed for customers to access the 911 number in case of need. Mr. Newsome stated if the generator becomes heated vents automatically open for cooling as a safety mechanism; the generator could run for three to four days as opposed to the four hour battery system.

Mayor Moser motioned for approval; Don Harvey seconded the motion.

**Vote:** Unanimous

At this time the Commission reviewed the draft of the proposed "Village of Garrettsville Main Street Urban Renewal Plan" submitted upon request by the Planning Commission. Mr. Dave Kirk, from the audience, stated the plan ultimately crossed with the Village Plan of 2001, and it may be advantageous to cross reference the Urban Renewal Plan with the Village Plan. Don Harvey on the Planning Commission question if the proposed Urban Renewal Plan would be in conjunction with public school representative plans.

After review, wording "consistent with the Village Plan of 2011" would be added to the end of Section Five and to Section Two.

Mayor Moser motioned for approval of the proposed "Village of Garrettsville Main Street Urban Renewal Plan" as modified and requested a Public Hearing on November 8, 2011. Chairman Hadzindky seconded the motion.

**Vote:** Unanimous

The remaining items from the "Information Only" portion of the agenda were discussed, the shed in the front yard of 11097 Brosius Road contrary to and devoid of a residential zoning permit, new business at 10524 Freedom Street lacking a commercial zoning and sign permit, and complaints regarding extensive work being done at 8126 Main Street without a county building permit. All the above were indicated as being in process in the Zoning Office.

The floor was opened for discussion; with no discussion commencing, Chairman Hadzinsky called for a motion for adjournment. Don Harvey motioned for adjournment and Chairman Hadzinsky seconded the motion.

**Vote:** Unanimous