

**CITY OF CIRCLEVILLE
PLANNING AND ZONING COMMISSION
104 EAST FRANKLIN STREET
CIRCLEVILLE, OH 43113
(740) 477-8224**

Wednesday, March 2, 2016
City Hall Council Chambers

Meeting Minutes

Members Present

Marsha Griebel Graham
Al Sedlak
Mike Combs
Terry Leasure
Mayor Don McIlroy
Don Sherman
Valerie Goeller, Clerk

Visitors Present

Barry Keller
Laura Justice
Marcia Smith
Barry Bennett
Josh Wiseman
John Ankrom
Jonathan Bennett
Tom Spring

Chairman Al Sedlak called the meeting to order at 6:00 p.m.

The first item on the agenda was approval of the January Meeting Minutes. Don McIlroy motioned to approve as submitted, seconded by Terry Leasure. All in favor, motion carried.

The next item on the agenda was a Lot Combination requested by Barry Keller for Circleville Pumpkin Show, 159 East Franklin Street, to combine Lots 180 and 181 of the Revised Numbers of the City of Circleville, aka 121 and 125 North Court Street, in an area zoned DB, Downtown Business District.

Barry Keller was sworn in and stated this vacant lot was a result of a structural fire where a very historical structure was lost. We purchased the largest portion of that property from the Patrick Brothers with the intention to use that lot for the week of Pumpkin Show for staging of vehicles and media trucks.

Last year we were able to obtain Lot 180 from Mr. Crist. Now we own both pieces of that property. It is our intention to develop the lot into a downtown park. At the September 2015 Pumpkin Show Board Meeting, the board authorized me to do two things. One, work with Frontier on an easement for their wall; hopefully improve that wall with a mural. Secondly, submit an application to combine these two properties together to make it one lot.

Future planning for this lot would include facilitating a community meeting with surrounding property owners, Pumpkin Show Board, interested parties such as the Chamber of Commerce, the Visitor's Bureau Board and different people that have an interest in the downtown. We want to take from that meeting what the best use of that property will be. At that time we will have an architectural firm design some concepts and cost estimates. We hope to adopt a plan this year. Once this is complete we will start a campaign to do some fundraising.

Don McIlroy stated do you plan to have a park in place in 2017?

Barry Keller replied that is my hope. In order to have a successful fundraising campaign, we need to have a good set of plans and drawings to present to potential donors.

Don McIlroy stated what is it being used for now and what will it be used for during Pumpkin Show this year?

Barry Keller stated currently it's a free parking lot. After last year's Pumpkin Show we tried improving the lot by putting in new post with ropes, one single access point for vehicles and lighting. This year's Pumpkin Show it will be the same use as last year.

Terry Leasure motioned to approve the lot combination, seconded by Marsha Griebel Graham. VOTE ON MOTION: BOB MCCRADY, ABSENT; MIKE COMBS, YEA; DON MCILROY, YEA; AL SEDLAK, YEA; DON SHERMAN, YEA; MARSHA GRIEBEL GRAHAM, YEA; TERRY LEASURE, YEA. 6 YEAS, 0 NAYS, MOTION CARRIED.

The next item on the agenda was Conditional Use Permit #1-16, as requested by Ankrom Architects, 1301 Maple Drive, for Pickaway Area Recovery Services, to utilize 327 East Mill Street as a group residential facility, in an area zoned SU, Special Use District.

John Ankrom, Ankrom Architects, 1301 Maple Drive and Barry Bennett, Executive Director of Pickaway Area Recovery Services, 110 Highland Avenue were both sworn in.

Barry Bennett stated we started this process in February 2015 and attempted to work with the community, zoning and council. We plan to have fencing, lighting and landscaping in the front to separate us from the street. Landscaping will run from Clinton Street to Washington Street. This will be a men's residential treatment facility. Currently we have a women's residential treatment facility at 110 Highland Avenue. It also houses an out-patient treatment center. We have between 75 and 100 people who come in and out of the Highland Avenue facility. Even with that outpatient we haven't had problems there. Like I have said from the beginning, we will be good neighbors on Mill Street just like we are on Highland Ave.

John Ankrom stated we rezoned this property to a Special Use District and now as a part of the process we had to apply for this Conditional Use Permit. It is going to be a Class Two, Type A Facility which covers the 15 residents they plan to house. All of the exterior activity is to the

rear of the structure on the south side away from the street. There are three access points to the lot. Two of those will be removed and the eastern most access point will be the drive ingress/egress. 14 parking spaces will be provided. The fenced area will be an outdoor activity area surrounded by six foot privacy fencing. I think they have done a good job responding to some of the issues the neighbors had. We are trying to minimize the impact to the neighborhood.

Al Sedlak stated the Conditional Use Permit Application that was filed included a copy of a Memorandum of Understanding (MOU) between the applicant and the property owners. That MOU will be considered as part of the Development Plan which basically are the terms and conditions for the use of the property if this application is approved. There was also a site plan that was included with the application that included the location of the building, fencing, parking and landscape. This is also considered a part of the Development Plan. Section 12.02.07 of the Zoning Code sets forth the requirements of a Development Plan. This Commission has to review and approve as a condition for a Conditional Use Permit the Development Plan. (12.02.07 A. and B. were read and confirmed the development plan addressed each.) Please address C. – The location, design and operation of the proposed use shall not impose undue adverse impacts on surrounding residential neighborhoods, and/or the Development Plan for the proposed facility has incorporated measures to lessen and/or alleviate such adverse impacts and protect the character of such adjacent residential areas.

John Ankrom stated the occupancy is limited to 15 patients. It is inpatient only so the only traffic coming and going will be staff.

Barry Bennett stated there would be five to six staff members. That is not all at once. The place has 24/7 coverage of staff with one to two employees from 9:00 pm to 8:00 am. There will be other staff there during the day. There is only visitation on Sunday afternoons. They will be advised not to use the street for parking and to use the parking lot. If the patients take a walk they will be supervised, they are never left alone.

John Ankrom stated Barry and I have not discussed signage. Is there going to be signage?

Barry Bennett replied no. We don't have any signage at any of our facilities.

Marsha Griebel Graham stated will you have outpatient treatment there?

Barry Bennett replied no, only residential.

Marsha Griebel Graham stated once they are admitted how long do they stay?

Barry Bennett replied between 90 days to 180 days. Federal Laws limits the maximum number of patients to 15. We tend not to have 15 in our facilities, usually between 12 and 14.

Don McIlroy stated what was this property used for previously?

Mr. Bennett replied a mill.

Don McIlroy stated what kind of traffic did it produce? Did that include truck traffic?

Mr. Bennett replied the mill employees parked on the street and yes, there were trucks coming and going. As for the Sunday visitations for family, not all visitors come at the same time. There will be scheduled visits starting at 1:00 pm, then 2:00 pm, and so on.

Tom Harker stated does this change the zoning on the property? Does this take away the responsibility of the zoning that was done first and replace it with this? Does this free anyone from the MOU between PARS and the property owners?

Al Sedlak stated what happened before was the property zoning classification was changed to a Special Use. That MOU is incorporated into their request. Whatever terms and conditions/obligations PARS has under that MOU if we approve the Conditional Use Permit those will be incorporated into that. In a Special Use District anytime when the use changes the property owner has to get a Conditional Use Permit. In this case this is their initial request. If in the future they decide they want to make this an outpatient facility that is a change in the use and they will have to come back and file another application for a Conditional Use Permit and submit another development plan for that change of use. That means all the neighbors would be notified.

Bill Rice stated the agreement said there would be a landscape barrier and on the drawing I don't see that. I see a buffer zone and grass area, but no landscaping. I don't want that to be forgotten.

Barry Bennett stated right now the site plan is costing \$130,000.00 and part of that is the barrier. We can add that to the site plan.

Bill Rice added if it's not on the plan, I am assuming it's not happening.

Barry Bennett replied, it's going to happen.

John Ankrom stated I think the landscape area is identified.

Barry Bennett stated Mr. Rice there is a better barrier that isn't trees. Our landscape person is proposing high growth plants that will work better. The reason we don't have signage is that we don't want the community to see in to our private clients either. That barrier is for our clients too not just the neighbors. We don't want people knowing we are there. You know Highland Avenue is there, but there are people that go to the state garage and have no clue what our building is. We have HIPAA Laws and confidentiality laws that we have to abide by. The residential portion on Highland Avenue is in the back of the building for that reason. For your comfort level we can put that on the plans. Everything in that MOU is going to happen.

Bill Rice stated we also talked about this area along 305 Mill Street.

Barry Bennett replied it won't be landscaped but it's going to have a separation. There will be landscaping out front to block it off from the street. Daryl Wolfe has already agreed to that.

Bill Rice, 437 Monticello Street, was sworn in and stated I would like to make a statement. This has been a fight from the word get go. The conditions you read off from the MOU, the last item was to get along with the community. We had 100 and some signatures and 40 people who filled this place and that wasn't enough. The community down there doesn't feel safe or comfortable. We entered into this agreement because City Council told us it was going to pass. We wanted to get the most we could get. To say we are satisfied with what's going on is not true. When you have the town against you, it's tough to fight them. I guess the residents all living three blocks from this facility don't matter.

Don Sherman stated the agreement says to install a landscape barrier from Clinton Street to Washington Street. You don't control the warehouse?

Barry Bennett replied no. We bought the property from Daryl Wolfe who owns the warehouse and he was willing to work with us in anyway.

Al Sedlak stated I believe each item in Section 12.02.07 has been addressed. It's for each member to decide if they feel it's been sufficiently addressed and if they are satisfied that it should be approved.

Mike Combs motioned to approve Conditional Use Permit #1-16 as requested, seconded by Terry Leasure. VOTE ON MOTION: DON MCILROY, YEA; AL SEDLAK, YEA; DON SHERMAN, YEA; MARSHA GRIEBEL GRAHAM, YEA; TERRY LEASURE, YEA; MIKE COMBS, YEA. 6 YEAS, 0 NAYS, MOTION CARRIED.

The next item on the agenda was an informal discussion requested by Marcia Smith, Chairperson of the Literacy Committee for the Beta Rho Chapter of Delta Kappa Gamma Society International, to discuss possibilities for a Little Free Library.

Marcia Smith passed out information on the Little Free Library to each member of the Commission. We are a group of teachers who are interested in promoting education. We feel there is a need for books from both adults and children in the south end of town. After the library moved into the north end of town these people don't have as ready access to books as they once did when the old library was there. We have a Literacy Committee in Beta Rho Chapter and we try every year to meet special needs of some group in Circleville that wants to give books to children or adults. We have donated books to Brook Yates, Stepping Stones and several other organizations. Knowing the success of the Little Free Library at the MVCH Park we felt it was a good idea to bring one to downtown Circleville. We first considered putting that cattycorner from the old Nazarene Church at the corner of Pickaway and Walnut Streets. There

is a little park there. I spoke with Mike Pelcik of Pickaway County MRDD and he indicated they plan to sell the property. That lot I learned was not zoned favorably for the use. We are now proposing to place it at the Presbyterian Church at 134 East Mound Street in the landscaping adjacent to the east parking lot. There is a portico that comes across the parking lot as you enter Campbell Hall that is also the entrance for the soup kitchen. Literacy Council also meets there and if books are available it will serve the students coming and going. The wood class at Logan Elm High School will be constructing the box if this is approved.

Don McIlroy stated if this goes well I believe Head Start on Corwin Street would be another good location.

Al Sedlak stated I believe that lot is zoned Special Use which makes it an appropriate use.

Valerie Goeller stated the church is zoned DB, Downtown Business District and libraries are listed as an allowable use.

Al Sedlak stated with that I don't think you need anything further from us.

The members thanked the ladies for their community efforts.

Al Sedlak indicated to Tom Spring that he planned to come on Monday, March 8th to hear William Murdock's MORPC presentation.

Terry Leasure motioned to adjourn, seconded by Marsha Griebel Graham. All in favor, meeting adjourned.