

Planning Commission
Meeting Minutes
May 16, 2018

1. Call to Order

Chairperson Holloway called the meeting to order at 5:30 pm.

Present: Ray Holloway, Ken Burris, Don Smucker, Kris Thwaites, Ron Blum and Bill Cousins.

Absent: Ryan Villet. Chuck Miel's absence was excused.

2. Agenda Approval

Motion by Burris to approve agenda, second Blum; approved 6-0.

3. Minutes Approval

Motion by Cousins to approve minutes of May 2, 2018, Thwaites second; approved 6-0.

4. Reports

None

5. Old Business

Tim Johnson reviewed Section 3.34 Private Streets. Several changes were discussed and Cousins is to research if the City has a street construction standards ordinance. Also discussed was Chapter 21 Administration and Enforcement and several changes were suggested. The draft Zoning Map was reviewed. We need to check Campbell/Clark streets and the zoning for the 425 agreement with Day Township needs to be verified. Commission members are encouraged to continue the review the map and contact Cousins with any questions.

6. New Business

Johnson discussed next steps. We need to review the draft ordinance in electronic form, we will need to set a meeting to review ordinance with City Commission. A hearing date on the ordinance needs to be set followed by a vote by the City Commission. Members need to give any comments we have as we review the ordinance to Cousins and then he and Chairman Holloway will decide if we need another meeting before reviewing with City Commission. We will meet June 6 only if we have business. We will meet June 20 for a hearing on a Special Use request.

7. Public Hearing

Chairman Holloway opened a Public Hearing at 7:00 pm on a Special Use Permit for a proposed Trinity Church parking lot at the North-east corner of Lincoln and Bellevue Streets (Parcel 053-467-002-00). Present at the hearing were Bob Guilford, Mark Edwards and Mike Hardy from Trinity and Naomi Holloway. Chairman Holloway opened the floor for comments.

The representatives of Trinity Church reviewed the church's involvement and contributions to the Stanton community. They related how Joan Deurloo owner of the property being considered contacted the church regarding their potential to use the property to meet the needs of the church. Church officials had Steve Tanner a realtor and Charles West a building inspector evaluate the property. Numerous problems and needed repairs were identified, and estimated cost of repairs was stated as \$70,000. It was stated taxes paid on the house are

\$639 annually. They stated that in the past the church has moved two houses off of their property to continue their use as residences.

Current worship service attendance is 300 to 320. The auditorium has a seating capacity of 500, and the church is filled to capacity at the annual cantata events. They currently have 83 spots in their two parking lots which enables them to accommodating 332 people with lot parking. The proposed parking lot would add 46 parking spaces which would accommodate an additional 183 people with lot parking.

Cousins shared a letter and photographs of church parking in Stanton from Chuck Miel stating his objections to the use of the parcel for parking. Cousins also stated that he did not receive any comments from neighbors notified of the hearing.

Holloway stated that the church did not have any written purchase agreement on the property.

Hardy stated that the current owner has no objection to the house being torn down, and that the fence around the neighboring existing parking lot will be repaired. The garage on the property that they would like to keep is just 10 years old is in excellent and is needed for storage of the church's equipment.

The need for lighting the parking lot was discussed as well as the need for an additional entrance/exit to the parking lot.

8. Special Use Permit and Site Plan Review

Chairman Holloway closed the hearing and opened the review at 7:25 pm.

Burris raised questions regarding zoning compliance on the current property and Hardy related the zoning steps they had followed with the church expansion 10 years ago.

Holloway discussed combining parcels to make available use by right vs. a special use permit, and went through the ordinance standards for approval of a special use. Cousins in a memo of May 16, 2018 reviewed compliance with Special Use Standards Section 15.471, Site Plan Review Standards Section 15.463 and Standards specific to the parking lot Section 15.437 and as Staff Planner stated that the Trinity Church parking lot proposal met these standards.

Holloway questioned the use of milled asphalt as a surfacing material meeting ordinance standards. Consensus of members is that milled asphalt does meet standards.

Cousins asked member if we would consider adding a condition for approval of a signed purchase agreement. Consensus of members was that this would be acceptable.

Smucker moved to approve the Special Use Permit and the Site Plan for Trinity Church with the following conditions:

- A. No work to commence until the site drainage plan is approved by the City of Stanton Engineer. All storm water to be retained on site.

- B. The setbacks of 5 feet from the Bellevue and Lincoln right-of-ways shall be marked on the site plan.
- C. The 9 feet by 18 feet parking lot space sizes shall be marked on the site plan.
- D. The 25 feet width of the maneuvering lanes shall be marked on the site plan.
- E. A signed purchase agreement between Joan Deurloo and Trinity Church for the property to be made available to the City of Stanton.
- F. A plan for the installation of lights meeting ordinance standards to be included on the site plan.
- G. Upon the satisfactory submittal and review of the above conditions, the requirements of sections 15.471, 15,463 and 15,437 of the Stanton Zoning Ordinance will be met for this use.

Motion seconded by Blum.

Roll call vote: Holloway no, Burris no, Smucker yes, Thwaites yes, Blum yes, Cousins yes. Motion approved 4-2.

Hardy is to bring completion of required conditions to Cousins.

Holloway encouraged applicants to consider traffic pattern regarding entrance and exits to the parking lot.

9. Adjournment

Cousins moved to adjourn, Blum support; approved 6-0. Meeting adjourned at 8:25 pm.

Respectfully submitted,

Don Smucker, Secretary