



Planning & Zoning Commission  
Donald Emerick, Chairman  
Bill Little, Vice Chairman

Shawn Boysko

Ed Cooper

Trent Hartranft

Shaun Simpson

## **MEETING MINUTES January 29, 2020**

Chairman Emerick called a meeting of the Powell Planning & Zoning Commission to order on Wednesday, January 29, 2020 at 7:02 p.m. Commissioners present included Donald Emerick, Ed Cooper, Trent Hartranft, and Shaun Simpson. Commission members Bill Little and Shawn Boysko were absent. Also present were Rocky Kambo, Assistant Development Director; Karen J. Mitchell, City Clerk; Pam Friend, Planning & Zoning Clerk and interested parties.

### **STAFF ITEMS**

Mr. Kambo advised the Commission that Commissioner Bill Little is unable to attend to the meeting. Shawn Boysko also left a message about the meeting. Mr. Kambo introduced Pam Friend as the new Planning & Zoning Clerk.

### **HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA**

Chairman Emerick opened the public comment session. Hearing no comments, he closed the public comment session.

### **APPROVAL OF MINUTES**

MOTION: Commissioner Ed Cooper moved to approve the minutes of December 11, 2019. Commissioner Shaun Simpson seconded the motion. By unanimous consent of all Commission members present, the minutes approved as written.

### **PLANNING AND ZONING COMMISSION CHAIR AND VICE-CHAIR ELECTION**

MOTION: Commissioner Ed Cooper moved to nominate Don Emerick as Chairman. Commissioner Shaun Simpson seconded the motion. By unanimous consent of all Commission members, Don Emerick was selected to be Chairman.

MOTION: Commissioner Shaun Simpson moved to nominate Bill Little as Vice Chairman. Commissioner Trent Hartranft seconded the motion. By unanimous consent of all Commission members, Bill Little was selected to be Vice Chairman.

### **REVIEW OF COMMISSION POWERS AND DUTIES – O.R.C. 713.02 AND CITY CHARTER 11.01**

Mr. Kambo spoke about utilizing this required meeting to review the Commission's powers and duties. Mr. Kambo discussed the top-level duties are to review development plans and to create different map products for the city, for example the zoning maps. City Council appoints Commission Members. Commission duties are essentially to uphold the comprehensive plan, and the health, safety and welfare of the community. Members also have the authority to review and comment on plans outside of Powell's jurisdiction that will have an impact on the residents. The Commission reviews roadway networks, sizes of developments, architectural design, etc.

### **REVIEW OF PLANNING AND ZONING COMMISSION MEETING RULES**

Mr. Kambo discussed the process of bringing items to the Zoning Commission. The applicant provides a statement describing the project. Staff then reviews the project utilizing the Comprehensive Plan, Keep Powell Moving Plan, market analysis, etc. to provide the expert opinions and recommendations to the Zoning Commission. It is then open to the public for comments (via email, calls, letters, etc.). Then the Zoning Commission reviews the project, makes comments, share thoughts about the project and finally make a recommendation/decision depending on the type of application received, whether a sketch plan, preliminary plan, final development plan, certificate of appropriateness and subdivision plat review.

**REVIEW OF COMPREHENSIVE AND KEEP POWELL MOVING PLAN**

Mr. Kambo talked about the Zoning Commission utilizing the Comprehensive Plan, Keep Powell Moving Plan and any other plans created to help provide direction for the city. The Comprehensive Plan has provided direction through a great deal of developments over last 6 years with an estimated \$350,000,000 in new development, which is a good number when considering a 5 square mile city with 14,000 residents. The Zoning Commission reviews the plans and provides a great deal of input on the wants and desires of Powell residents. The Commission has both short-range and long-range vision for the impact projects and plans have for the future of the City of Powell.

**PREVIEW OF UPCOMING 2020 DEVELOPMENT ISSUES**

Mr. Kambo provided highlights of upcoming developments coming to the city including an important development in the downtown core coming before the Zoning Commission in the next few months. More details will be forthcoming and Mr. Kambo feels it will have a positive impact on the downtown core. In terms of development issues, which are "happy problems" to have with Powell Crossing with a restaurant and 64 units, of which half are already rented, is going to create a great deal of pedestrian and vehicle traffic. Armita Plaza is poised to open soon, which they already have users there and are looking to get a restaurant as well. Koble' is doing very well on the other side of the tracks. Huli-Huli, Local Roots, Kraft House and Prohibition are doing well. What staff foresees being an issue or "happy problem" is that a great deal of people are coming to the downtown especially in the summertime it is already happening with Nocterra in the cold people are coming in droves. It is easy to imagine when it is beautiful weather and with our very walkable downtown core with all these wonderful restaurants coming on-line, it is going to be a very bustling downtown. One of the next big things the City needs to refocus on is parking. The Keep Powell Moving Plan is unique in that it is not just a visionary plan, but the City actually hired an engineering firm to semi design and fully price out what it would cost to do the improvements. Mr. Kambo is highlighting these plans so that when these happy problems arise, one could fall back on these plans that have been done with a great deal of resident input, professional input and that have great actionable ideas. When municipalities/jurisdictions hear about economic development they cannot wait to have parking problems because that means people want to be there. Our downtown is stretching, which is part of our Comprehensive Plan, to stretch us east, west, north, south and the tracks aren't going to be seen as an impediment.

**ESTABLISH PLANNING AND ZONING COMMISSION MEETING DATES FOR 2020**

Mr. Kambo reviewed the Development Toolkit, which is where the Comprehensive Plan, Keep Powell Moving Plan, Downtown Revitalization Plan, Architectural Guidelines, Pedestrian Scale Guidelines and Market Analysis are located. Staff utilizes the Development Toolkit on a daily basis to access files and specific plans. Also included are all city maps, boundaries, zoning, land uses, subdivisions, permitting processes and available existing properties. The city code is easily accessible as well as 2020 submission deadlines for City Council, HDAC, Planning and Zoning with all the meeting dates and times for the meetings. The Planning and Zoning Commission meetings are the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month.

In closing, Mr. Kambo asked the Commission if there were any questions and Commissioner Simpson asked what the commission's role is with interior roads if not attached to a development, such as Depot Street with the traffic that is already expanding, is it something Commission would address or is it something that would only come up with an application. Mr. Kambo said that staff always wants to hear from the Commissioners on ideas and can bring them up either when discussing an application or under the other Commission business discussions.

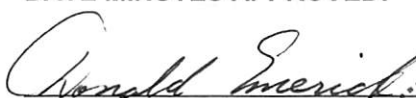
**OTHER COMMISSION BUSINESS**

There will be a meeting on February 12, 2020. Mr. Kambo noted that there will be at least (2) items on the agenda for that meeting.

**ADJOURNMENT**

MOTION: Chairman Emerick moved at 7:21p.m. to adjourn the meeting. By unanimous consent, the meeting adjourned.

**DATE MINUTES APPROVED:**

  
Donald Emerick  
Chairman

 2/12/2020  
Pam Friend  
Planning & Zoning Clerk

