



**PLANNING & ZONING COMMISSION
MEETING MINUTES
JANUARY 12, 2022**

I) CALL TO ORDER/ROLL CALL

Donald Emerick called the meeting to order at 6:30 p.m. and called for a roll call: Ferzan Ahmed; Elizabeth Bailik; Shawn Boysko; Ryan Herchenroether; Bill Little; and Shaun Simpson, all were present. Staff present included: Andrew White, City Manager; Claudia Husak, Planning Director; Elise Schellin, Development Planner, and Yazan Ashrawi, Law Director.

II) OATH OF OFFICE FOR NEW AND REAPPOINTED COMMISSION MEMBERS

- a. Oath of Office for Ferzan Ahmed**
OATH OF OFFICE - Ahmed.pdf
- b. Oath of Office for Ryan Herchenroether**
OATH OF OFFICE - Herchenroether.pdf
- c. Oath of Office for Shaun Simpson**
OATH OF OFFICE - Simpson.pdf

III) CHAIR AND VICE-CHAIR ELECTION

MOTION: Shaun Simpson moved to elect Bill Little as Vice Chair. Shawn Boysko seconded the motion.

VOTE: Y 7 N 0 (None) AB 0 (None)

MOTION: Bill Little moved to elect Don Emerick as Chair. Shawn Boysko seconded the motion.

VOTE: Y 7 N 0 (None) AB 0 (None)

IV) HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Donald Emerick opened the floor to visitor to discuss items not on the agenda. Seeing none, he closed this portion of the meeting.

V) APPROVAL OF MINUTES

- a. December 15, 2021 Meeting Minutes**
121521_Minutes.pdf

MOTION: Shawn Boysko moved to approve V) APPROVAL OF MINUTES. Bill Little seconded the motion.

VOTE: Y 7 N 0 (None) AB 0 (None)

VI) NEW ITEMS FOR REVIEW

a. PRELIMINARY DEVELOPMENT PLAN (Case 2021-44PDP Ivybrook Academy)

Applicant: TJ Elite Properties, LLC – Troy Lott

Location: Bunker Lane and Sawmill Drive

Existing Zoning: PC – Planned Commercial District

Request: Review and approval of a Preliminary Development Plan, including a lot split of a ±2.25 acre site, for a proposed ±6,400 square foot Ivybrook Academy and a proposed ±5,500 square foot retail building.

1. Ivybrook Academy Preliminary Development Plan.pdf
2. Ivybrook PDP Staff Report.pdf
3. Ivybrook-Academy-PDP-Arch-Comments.pdf
4. LTFD IvyBrook Academy 01-05-2022.pdf
5. 09.15.2021 Minutes - Sketch Plan Review.pdf

Elise Schellin provided the Staff Report (Exhibit A) as well as providing a development process for the new members. She stated that Staff is recommending approval of the Preliminary Development Plan subject to the following conditions:

1. That the developer take into account Staff and Commission concerns and recommendations.
2. That the applicant provides the following for the Final Development Plan, as required by Code for evaluation by Staff and the Commission:
 - a. Signage plan
 - b. Lighting plan
 - c. Roof plan
 - d. Finish materials and colors
 - e. Landscape plan showing parking lot and foundation plantings
 - f. Trash container lighting
 - g. Playground fencing details

Brian Burkhart – 250 Old Wilson Bridge Rd., Worthington, Ohio 43085 – gave the Applicant Presentation.

Evan Lee – 644 S. 4th St., Columbus, Ohio 43206 – added to the Applicant Presentation.

The Commission discussed the Preliminary Development Plan for Ivybrook Academy with the Applicant.

MOTION: Bill Little moved for approval of a Preliminary Development Plan for Parcel ID #319-423-02-001-006, located at Bunker Land and Sawmill Drive as represented by T.J. Elite Properties, LLC, for a proposed lot split for the proposed construction of a child pre-school facility and separate retail facility subject to the following conditions:

1. Take into account Staff and Commission comments and recommendation made today at the Final Development Plan submission.
2. Work with the City Engineer to finalize all traffic flow issues including access points and turning radius requirements.
3. Work with Staff to finalize all bike path and sidewalk connections.
4. In preparation for a potential lot split:
 - a. Provide documentation demonstrating that cross access and shared parking agreements will exist between the two (2) parcels as a condition of approving a lot split.
5. At the Final Development Plan submission, the applicant shall provide a conceptual renderings of the Phase 2 retail facility, including a sketch, anticipated uses and hours of operation. Final approval of Phase 2 will require resubmittal to the Planning and Zoning Commission.
6. Per code, the applicant shall meet all of the requirements for the Final Development Plan submittal, including but not limited to:
 - a. Signage Plan
 - b. Lighting Plan
 - c. Roof Plan
 - d. Finish Materials/Colors
 - e. Detailed Landscaping Plan, Parking Lot and Foundation Plantings
 - f. Trash Container, Screening/Lighting
 - g. Playground Fencing Details

Ryan Herschenroether seconded the motion.

VOTE: Y 7 N 0 (None) AB 0 (None)

VII) OTHER BUSINESS

a. Commissioner Resources

[2022 P&Z Meeting Schedule.pdf](#)
[Commission Welcome Links Sheet.pdf](#)
[Planning & Zoning Staff Contacts.pdf](#)

VIII) ADJOURNMENT

Donald Emerick asked if everyone was in favor of adjournment, say aye:

VOTE: Y 7 N 0 (None) AB 0 (None)

MINUTES APPROVED: February 9, 2022

Donald Emerick 2/9/2022
Donald Emerick, Date
Chair

Amy Dine 2/9/22

