



**PLANNING AND ZONING COMMISSION
MEETING MINUTES
FEBRUARY 8, 2023**

CALL TO ORDER/ROLL CALL

Chairman Bill Little called the Planning and Zoning Commission Meeting to order at 6:30 p.m. Commission Members present included Ferzan Ahmed, Elizabeth Bailik, Stephan MacGuidwin, Ryan Herchenroether, Bill Little, and David Lester. Commission Member Shaun Simpson was absent. Staff in attendance were Claudia Husak, Planning Director; Elise Schellin, Development Planner, and Peyton, Kaman, Development Technician.

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Little opened the floor for visitors to address the Commission with items not on the agenda. Seeing none, Chairman Little closed this portion of the meeting.

APPROVAL OF MINUTES

January 11, 2023 Meeting Minutes
[PZ Draft Minutes 01112023.pdf](#)

MOTION: Elizabeth Bailik moved to approve Planning and Zoning Commission Meeting Minutes of January 11, 2023. Ferzan Ahmed seconded the motion.

Chairman Little requested a roll call for passage: Ferzan Ahmed, yes; Elizabeth Bailik, yes; Stephan MacGuidwin, yes; Ryan Herchenroether, yes; Bill Little, yes; and David Lester, yes.

VOTE: Y 6 N 0 (None) AB 0 (None)

Planning and Zoning Commission Meeting Minutes of January 11, 2023 approved with a vote of 6-0-0.

ITEMS FOR REVIEW

**a. POSTPONED - AMENDMENT TO A FINAL DEVELOPMENT PLAN REVIEW
(2023-04AM)**

Applicant: Biggby Coffee Columbus, LLC
Location: 10726 Sawmill Parkway
Zoning: PC – Liberty Township Planned Commercial District
Request: Review and approval of an Amendment to a Final Development Plan to permit a drive-thru coffee shop kiosk in the northeast portion of the southern parking lot.

Chairman Little advised this item for review has been postponed due to technical reasons.

b. CERTIFICATE OF APPROPRIATENESS (2023-05CA)

Applicant: Charles Vince
Location: 4290 Home Road
Zoning: PC – Planned Commercial District
Request: Review and approval of a Certificate of Appropriateness for the architectural elements of a retail center at Middlebury Crossing.

1. [2.08.23_Staff Report_Middlebury Retail_2023-05CA.pdf](#)
2. [Middlebury Crossing Retail Application Combined.pdf](#)
3. [Middlebury_Crossing_History.pdf](#)

Commission Member Lester recused himself from this item due to a business conflict.

Development Planner Schellin provided the Staff Report.

Architectural Advisor Steve Reynolds was not present but gave staff some comments presented by Development Planner Schellin.

Development Planner Schellin stated Staff recommends the Commission approve the Certificate of Appropriateness.

The applicant, Charles Vince, 110 Polaris Parkway, spoke about the sign reference only, confirming all signage must come back to the Commission for approval.

Chairman Little opened the floor for public comment. Seeing none, he closed this portion of the meeting.

Commission member Ahmed inquired as to what kind of drive-thru it might be. Mr. Vince stated that he wasn't sure but he was guessing some sort of food service. Mr. Vince added they have received some telephone calls, but are not going to take any seriously until the building of the site begins.

Commission member Bailik had a point of clarification, she was under the understanding that the homeowner next door is fairly new and wondered if the applicant has reached out to them with regard to agreed upon screening, mounding, etc. Mr. Vince affirmed and said they were on the same page. Further, he stated once the site work begins, the storm sewer will be directed to the neighbor's pond and the neighbor is not as thrilled with the screening, as the previous neighbors, but they are working together.

Commission member MacGuidwin mentioned the drive-thru and since this is not being worked on at this time, he had no further questions.

Commission member Herchenroether asked if site work was starting on the retail sub-area only or both retail and residential at the same time. Mr. Vince advised the residential portion was sold and he thinks the buyer intends to start this spring. Commission member Herchenroether also spoke about the improvements at the intersection of Steitz and Home Road, and asked if those would be completed as part of the retail, meaning the sidewalk crossings, ramps, etc. Mr. Vince advised they could put them in.

Chairman Little clarified, that today, the Commission would be approving the Architectural Certificate of Appropriateness for Phase II only. He also spoke about the traditional "Powell Fence" and inquired as to the direction the applicant was taking on this. Mr. Vince affirmed they would be using the traditional "Powell Fence". He also spoke of the understanding of the bike path along Steitz Road would be completed by the applicant and strengthening the crossing at the intersection of Home Road and in turn making the connection on the south side of Home Road. Mr. Vince stated he remembered his conversations with "John", the library is doing the path and the applicant would be doing the accesses. Mr. Vince also stated he would make certain they are put in during the site work.

Chairman Little stated there were some open issues that must be resolved before they get too far down the road with any construction activity, specifically, whatever Staff's position is on the open items.

MOTION: Elizabeth Bailik moved to approve Certificate of Appropriateness (2023-05CA) for the applicant, Charles Vince, located at 4290 Home Road, within Planned Commercial District, which proposes the architecture elements of a retail center at Middlebury Crossing with the following conditions:

The applicant continues to work with Staff and Architectural Advisor to address all outstanding items, including but not limited to, landscaping, screening, mounding, signage and fencing requirements as required by the City of Powell Ordinance 2019-25, and;

The applicant returns to the Planning and Zoning Commission for all outstanding Certificates of Appropriateness including but not limited to those required for the signage, fencing and the drive thru as required by the City of Powell Ordinance 2019-25.

Ferzan Ahmed seconded the motion.

Chairman Little requested a roll call for passage: Elizabeth Bailik, yes; Stephan MacGuidwin, yes; Ryan Herschenroether, yes; Bill Little, yes; and Ferzan Ahmed.

VOTE: Y 5 N 0 (None) AB 0 (None) Recusal 1 (David Lester)

Motion approved with a vote of 5-0-0-1.

OTHER BUSINESS

2023 Planning and Zoning Commission Work Session, Part I on February 22nd, 2023

ADJOURNMENT

Meeting was adjourned by consensus at 6:58 p.m.

MINUTES APPROVED: MARCH 8, 2023

Bill Little,
Chair

Date

Pam Friend,
Administrative Assistant

Date

