

**PLANNING COMMISSION
MEETING MINUTES
February 12, 2020**

Chairperson Kevin Hardman called the regular Sharonville Planning Commission meeting of February 12, 2020 to order at 7:00 p.m.

Roll Call

- ◆ In attendance for Roll Call were Planning Commission Members: Mayor Kevin Hardman, Mr. Jim Lukas, Mr. Bill Martin, and Mr. Sam Schutte.
- ◆ Councilman Rob Tankersley was in attendance to provide insight on behalf of City Council where applicable.
- ◆ Also in attendance were Community Development staff: Mr. John Creech (Director of Community Development - Commission Secretary), Mrs. Sarah Dircks (City Planner-Presenting), Mrs. Gina Good (Administrative Specialist – Recording Minutes).

Approval of Meeting Minutes Written Summary and Audio Recording

- ◆ The written summary of minutes and audio recording from the regular Planning Commission meeting of December 11, 2019 were approved as written and distributed.

Old Business

- ◆ None

New Business

- ◆ Kenneth Carl on behalf of West Oak Properties is requesting Site Plan Review in a General Business (GB) Zoned District – 1741 E Kemper Road – Fabulous Frames & Art - Sharonville Zoning Ordinance 1157.09(a).
 - Sarah Dircks presented that the applicant building expansion plans include the installation of a 3,000 sq. ft. two (2) story metal warehouse addition behind an existing one (1) story brick and metal 2,563 sq. ft. retail building. The proposed building expansion avoids existing utilities easements and includes installation of asphalt pavement to the proposed new warehouse. The proposed building expansion would double the built footprint on the property. Due to the warehouse height, the proposed expansion will be partially visible from E Kemper Road.
 - The motion for passage by Jim Lukas was seconded by Sam Schutte. Mr. Creech proceeded with a Roll Call Vote on passage.
 - Motion was unanimously approved with the staff recommendations listed below.
 1. Metal warehouse be painted color to match metal roof of existing building.
 2. All improvements and work indicated on construction drawings/documents approved as part of this Site Plan review be installed and maintained in good repair and replaced as necessary to remain in compliance with the approved Site Plan.
 3. Planning commission approval is not a building permit, and the applicant is still

- required to file for the necessary permitting to remain in compliance. Building code requirements may differ from zoning code standards, the applicant will still be required to work with building and fire code officials to obtain permit approvals.
4. Building plans shall meet storm water requirements

◆ Katie McGoron on behalf of Shine Child Care Inc. is requesting a Conditional Use Permit for a day care facility and a Final Site Plan approval for a new use in a General Business (GB) Zoned District – 12171 Mosteller Road – Shine Child Care Inc. - Sharonville Zoning Ordinance 1135.03(c)(8).

- This item has been put on hold for the time being, at the request of the applicant, and may be presented at a later date.

◆ Raghu Mamidi on behalf Sai Darshan Investments LLC (AmeriStop) is requesting Site Plan Review in a General Business (GB) Zoned District – 1545 E Kemper Road - Sharonville Zoning Ordinance 1157.09(a).

- Sarah Dircks stated that Raghu Mamidi on behalf Sai Darshan Investments LLC is requesting Site Plan review of 1545 E Kemper Road, in the General Business (GB) Zoned District and a Conditional Use Permit for a drive-thru window and pick-up window. The applicant is requesting to renovate and expand the former cash loans building. The proposed expansion will add 41' of depth to the rear of the building and add approximately 2,103 sq. ft to the building. The building would include:

- 3,747 sq. ft. “Tenant A”- AmeriStop Convenient Store
 - With a walk-up pick up window
 - With an ATM facing E Kemper Road
- 952 sq. ft. “Tenant B” – Tenant to be determined; anticipated café.
 - Drive thru pick-up window
- 25 parking spaces (2 handicap parking spots)

- The motion for passage by Bill Martin was seconded by Jim Lukas. Mr. Creech proceeded with a Roll Call Vote on passage.

- Motion was unanimously approved with the staff recommendations listed below.

1. Site Plan approval excludes “K” relocating an abandoned drive-thru window and reinstalling the window on the building addition for “Tenant B”.
2. Final Site Plan approval is subject to engineering approval.
3. All improvements and work indicated on construction drawings/documents, as approved in the Site Plan Review, shall be installed and maintained in good repair and replaced as necessary to remain in compliance with the approved Site Plan Review.
4. Applicant is required to submit landscaping plan and obtain staff approval of their landscaping improvements for Lippelman and E Kemper Road

- ◆ Application for Final Development Plan and Conditional Use Permit Review and Approval of Hamilton County Parcel ID #608-0027-0053-00, ID #608-0027-0161 and ID #608-0027-054-00 and Butler County Parcel ID #M7410021000006 located at 12181-12187 Lebanon Road and 10201 Columbus Cincinnati Road – Anchor Properties
 - Mr. Creech presented a synopsis of the Anchor Properties project including preliminary Planned Unit Development review and approval by Planning Commission and City Council of both the property located in Sharonville and the property that was annexed into the City from West Chester Township. The Final Planned Development Plan was in conformance to the Preliminary Planned Development Plan with the modification of buildings and the hours associated with the Conditional Use Permit for the Drive-Thru service window.
 - The motion for passage by Jim Lukas was seconded by Sam Schutte. Mr. Creech proceeded with a Roll Call Vote on passage.
 - Motion was unanimously approved with the staff recommendations listed below.
 1. Applicant will return to the Planning Commission for Final Site Plan Approval for Phase 2.
 2. All final private site construction plans and public improvement plans must be approved by the City's Engineer.
 3. Developer will ensure that any building and site/parking lot lighting is directed onto the site and not onto abutting properties.
 4. All improvements and work indicated on private construction drawings/documents approved as part of this approved Final Development Plan shall be installed and maintained in good repair and replaced as necessary to remain in compliance with the approved Final Development Plan (building exteriors, parking surfaces, landscaping, fencing, etc.).
 5. Landscaping shall be included at the base of each monument sign.
 6. The drive-through service window hours of the coffee shop be extended from 6AM to 5AM.
 7. Any changes (increase) to drive-through service window hours to be reviewed and approved by Planning Commission as Conditional Use.
 8. Applicant has the ability to return to the Community Development Department with regard to potential modifications to the color and signage needs of future tenants.

- ◆ Wendy Moeller on behalf of Compass Point Planning is presenting the Sharonville 2030 Comprehensive Plan draft to Planning Commission for review and comment.
 - Wendy Moeller presented an overview of the Sharonville 2030 Comprehensive Plan draft to Planning Commission for review and comment.
 - After incorporating recommendations from Planning Commission and the public, the applicant will return March 11, 2020 to present a resolution to adopt the plan.

◆ **Discussion**

- Next week, February 19, 2020 there will be a joint Planning Commission and Board of Zoning Appeal discussion on the Sharonville 2030 Zoning Code Update.

◆ **Adjournment**

- The motion by Jim Lukas to adjourn the meeting was seconded by Bill Martin. The meeting was adjourned at 8:57 p.m.

Kevin Hardman, Chairperson

John Creech, Secretary