

**PLANNING COMMISSION
MEETING MINUTES
August 14, 2019**

Chairperson Mayor Kevin Hardman called the regular Sharonville Planning Commission meeting of August 14, 2019 to order at 7:00 p.m.

Roll Call

- ◆ In attendance for Planning Commission Member Roll Call: Chairperson Mayor Kevin Hardman, Jim Lukas (Safety Service Director), Bill Martin, Sam Schutte, and Bill Knight.
- ◆ In attendance on behalf of City Council: Councilman Rob Tankersley
- ◆ Also in Attendance Community Development Staff: Mr. John Creech (Director of Community Development- Commission Secretary), Mrs. Sarah Dircks (City Planner- Presenting), Ms. Donna Hollingsworth (Code Enforcement-Recording Minutes) and Mrs. Gina Good (Administrative Clerk – 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 June 12, 2019 were approved as written and distributed.

Old Business

- ◆ None

New Business

- ◆ **Conditional Use Permit for an Electronic Message Center (EMC) and Sign Improvement Plan Approval in the General Business (GB) Northern Lights Overlay District – 11320 Chester Road – Tommy Reed on behalf of 11320 Chester Road LLC (Splash Waterpark) - Sharonville Zoning Ordinance 1147.08(g), 1153.16 and 1159.04(o).**
 - Mrs. Dircks presented the applicant’s submitted Conditional Use and Sign Improvement Plan as requested to the Planning Commission:
 - Northern Lights District Sign Improvements were due in March 2019 for existing signs.
 - The applicant received Board of Zoning Appeals approval June 12, 2019 to install a new pole sign facing Interstate 75 traffic, in rear of building not abutting Chester Road.
 - There is presently no sign for the Hotel Waterpark facing Chester Road.
 - Applicant requested a Conditional Use for Electric Message Center Signage and a Sign Improvement Plan Approval which included:
 - Internally illuminated Signage (i.e. Electric Message Center Sign).
 - New Sign Area (i.e. entirely new pole sign)
 - Electric Message Sign of 276 sq. ft. (variance was approved by BZA in June 2019, to exceed maximum area by 126 sq. ft.) which would display digital messaging consistent with 1159.04(o).
 - If approved Staff recommended:
 - (1) Additional sign, fronting Chester Road, shall be installed within 8 months of operation, per Northern Lights Design Standard.
 - (2) All improvements and work indicated on the application approved as part of this Conditional Use (EMC) and Sign Improvement Plan be installed and maintained in good

repair, and replaced as necessary, to remain in compliance with this Conditional Approval.

- Tommy Reed, of Atlantic Sign Company – 2328 Florence Avenue, Cincinnati OH, was in attendance on behalf of 11320 Chester Road LLC to address the Planning Commission.
 - The proposed EMC sign is of the exact dimensions of the variance approved in 2018 and then re-approved in 2019 after it had expired.
 - The sign is very similar in size and parameters of the Sharonville Convention Center sign.
 - The applicant requested not to use cladding or install landscaping, since the sign is in the rear of the property, facing Interstate 75.
 - The proposed steel sign pole would be painted black, and be well maintained.
 - This sign, Mr. Reed expressed, is the first step in the improvement of all signage on site as the property transitions to a Marriott Delta hotel.
- All property owners within 100 feet of the subject property were notified of the request and there was no opposition.
- The motion for passage by Kevin Hardman was seconded by Bill Knight. There being no discussion, Mr. Creech proceeded with a Roll Call Vote on passage.
- The motion was approved unanimously with the conditions listed below:
 - Additional sign shall be installed within 8 months of when the business is in operation again, per Northern Lights Design Standard fronting Chester Road near sidewalk.
 - All improvements and work indicated on the application approved as part of this Conditional Use and Sign Improvement Plan be installed and maintained in good repair, and replaced as necessary, to remain in compliance with this conditional approval.

◆ **Resolution 19-6 CBD – Zoning Text Amendment to CBD Central Business Zoning District and Support Mixed Downtown SM-D Zoning District Permitted and Prohibited uses.**

- Mrs. Dircks presented Resolution 19-6 to Planning Commission. She recapped the previous discussions pertaining to amending permitted and prohibited used in the Downtown Sharonville Loop, and explained how changes passed with Ordinances 2019-24 Modifications to the General Business Used effect permitted and prohibited uses in the Central Business District (CB-D) and Support Mixed Downtown (SM-D) zoned districts.
- The proposed text Amendments included the following Changes:
 - 1135.02(d)(1)(F) – To not prohibit Daycares, since they are a GB Conditional Uses.
 - 1135.02(d)(1)(F-W) – To add new prohibited uses.
 - 1135.02(d)(2) – Remove obsolete use/ redundant use.
 - 1135.02(d)(4) – Add Electric Charging Stations as permitted use.
 - 1135.02(d)(6) – Modify text to include renting (in addition to the sale of scooter or bikes) and require designated place for pick-up and drop-off of all rental equipment.
 - 1135.02(d)(7) – Add extended text to hold property owners accountable for sidewalk display area which is currently permitted in the CBD (provided there is 6' clearance for pedestrian traffic).
 - 1135.03(d)(5-11) – Add Conditional Uses.
- Mr. Creech clarified to Planning Commission text amendments to GB applied to CBD. The

uses previously discussed in detail at previous meeting but were not included in this presentation.

- After some discussion the Planning Commission unanimously recommended making “Smoking Lounge” a Prohibited Use in 1135.02(d)(1), rather than a Conditional Use as proposed. Conditional Uses, as determined by Planning Commission, are uses they would consider provided that the uses meet a set of design standards.
- The motion to recommend Resolution 19-6 to City Council for approval made by Jim Lukas was seconded by Bill Knight.
- The motion was unanimously made to recommend Resolution 19-6 to City Council, with the following condition:
 - “Smoking Lounge” is to be included in the prohibited uses section.
- Resolution 19-6 will proceed to City Council with the standard 3 readings and public hearing.

◆ **Announcement –**

- Mr. Creech introduced Gina Good, the new employee of the Department of Community Development and Planning Commission and BZA Recording Secretary.

◆ **Adjournment –**

- The motion by Sam Schutte to adjourn the meeting was seconded by Jim Lukas. Chairperson Kevin Hardman adjourned the meeting at 7:37 p.m.

Kevin Hardman, Chairperson

John Creech, Secretary