

**Planning Commission  
Regular Meeting Minutes**

**Council Chambers 7:00pm**

**Monday, March 12, 2018**

**CALL TO ORDER**

The meeting was called to order at 7:00 P.M.

**ROLL CALL**

Planning Commission members present were Vice-Chair, Rose Pelzl, serving as Chair, Council Representative Marianne MacQueen, Frank Doden, Susan Stiles and Ted Donnell. Also present were Denise Swinger, Zoning Administrator, and Chris Conard, Village Solicitor. AJ Williams was present in the audience as Alternate.

**REVIEW OF AGENDA**

There were no changes made.

**REVIEW OF MINUTES**

Minutes of February 26, 2018 were reviewed. MacQueen MOVED to ADOPT THE MINUTES AS Amended. Doden SECONDED and the MOTION PASSED 5-0.

**VOTE FOR VICE CHAIR**

Pelzl CALLED THE VOTE on the MOTION MADE February 26, 2018 to elect Doden Vice Chair. The MOTION PASSED 5-0 on a Roll Call vote.

**VOTE FOR CHAIR**

Pelzl CALLED THE VOTE on the MOTION MADE February 26, 2018 to elect Pelzl Chair. The MOTION PASSED 5-0 on a Roll Call vote.

**COMMUNICATIONS**

Pelzl noted a letter from the Antioch Ad Hoc Fells Renovation Committee.

**COUNCIL REPORT**

MacQueen stated that she would like to know where the Urban Service Boundary for the western border lies. This is significant in working with Tecumseh Land Trust, she opined, in that land should not be conserved within that boundary, but should be conserved outside of the boundary.

She asked that Planning Commission weigh in on the location of the boundary, and affirm the idea of conserving outside, rather than within the boundary.

Donnell commented that conservation is clear, since it depends upon what properties run into the watershed, which need to be conserved.

Swinger stated that she will provide a clearer map.

MacQueen noted a Housing Needs Assessment presentation and subsequent meetings of the Housing Advisory Board. She noted upcoming meetings which will elicit public opinion and input on the matter of Housing availability and planning for the Village.

MacQueen urged Planning Commission members to commit to attending at least one session of the Community Conversations.

**CITIZEN COMMENTS**

Peter Townsend of the Antioch College Ad Hoc Fells Renovation Committee informed the Planning Commission of a concept paper the group has produced that suggests turning the Fels building into an apartment building.

Swinger suggested to Townsend that they may not need to rezone the property, and offered to meet with Townsend to go over options available.

**PUBLIC HEARINGS:**

Donnell noted that he is an adjacent neighbor and has known the Holyokes for many years. He stated that he does not believe that this would affect his ability to be impartial with regard to the hearing, but left the decision up to the Planning Commission.

Pelzl polled the Commission, and there was no objection to Donnell remaining at the table.

**Conditional Use Application** – Andrew and Elizabeth Holyoke, owners of 107 Cliff Street in the R-C, High Density Residential District, are seeking approval for an accessory dwelling unit. Parcel ID # F19000100110024800.

Swinger explained the hearing in question as follows:

Mr. and Mrs. Holyoke want to construct a garage/second floor accessory dwelling unit with a post and beam structure with straw bale infill, a building method they've used successfully in other locations around Yellow Springs.

The property meets the minimum lot area requirements of 4,800 sq. ft. with a 0.172 acre or 7,492 sq. ft. lot.

The property meets the minimum lot width of 40 feet, with two front lot lines, one measuring 54.80 feet abutting Railroad Street and the other measuring 144.21 feet abutting Cliff Street.

The maximum lot coverage for this property of all structures is 50% or 3,746 sq. ft.

The property contains the principal dwelling at 1,242 sq. ft. With the proposed garage/ accessory dwelling unit at 560 sq. ft., the total square feet of all structures will be 1,802 sq. ft., representing 48.1 percent of the allowable lot coverage.

Donnell commented that the request fits the intent of the zoning code.

Donnell MADE A MOTION TO APPROVE THE CONDITIONAL USE AS PRESENTED. MacQueen SECONDED.

Andy Holyoke responded to a question from Swinger, stating that he and his wife do potentially plan to move into the ADU at a later point.

Holyoke noted a letter from a neighbor in support, commenting that he didn't think he needed to present it, given the general support for the application.

PC and Holyoke discussed the requirement in the code that all ADUs provide a microwave oven.

Holyoke expressed agreement with a condition exempting him from providing a microwave.

Pelzl OPENED THE PUBLIC HEARING. There being no comment, Pelzl CLOSED THE PUBLIC HEARING.

Planning Commission discussed the motion on the floor.

Pelzl MOVED TO APPROVE THE CONDITIONAL USE WITH THE CONDITION THAT A MICROWAVE IS NOT REQUIRED. Stiles SECONDED.

DONNELL ASKED THAT THE ORIGINAL MOTION BE AMENDED TO REQUIRE EITHER A STOVE OR A MICROWAVE, BUT NOT BOTH. STILES SECONDED THE REQUEST FOR AN AMENDMENT.

Pelzl CALLED THE VOTE ON THE AMENDED MOTION. The MOTION PASSED 5-0 on a roll call vote.

## **OLD BUSINESS**

**Comprehensive Land Use Plan (CLUP).** PC discussed how best to approach the rewrite effort.

Doden advised that the effort should not begin with the "small stuff", such as appendixes, etc., but should begin with an overview of the entire document.

Doden suggested deciding which sections should remain and which should be added and where as a start. Once that is determined, he stated, individual sections can be attempted.

Donnell commented that the index needs to be reworked for a more linear and logical presentation, with a broad overview moving to the specifics. The current document, he commented, is "all over the place".

Donnell commented that more visual attachments would be useful, maps in particular.

Donnell asked that the document be re-indexed to begin.

PC agreed to add the CLUP to the agenda for the April meeting, with the idea of a work session special meeting at a later point.

Doden asked PC members to review the CLUP and make comment regarding content and organization as a preparation for the next meeting.

Donnell asked that the Bicycle Enhancement Committee document and map be included, along with the latest sidewalk study.

The Clerk agreed to make available any requested documents.

Donnell asked what properties around the Village are already under conservation easement.

Pelzl asked for a document listing all of the conditional use hearings and approvals. This was discussed briefly.

Swinger commented that a list of potentially developable land would be useful.

MacQueen asked for a map as to where businesses are located within the Village.

Donnell commented that the CLUP is a policy document, as different from the zoning code.

Donnell commented that walkability and bike-ability should be prominent in the document.

**NEW BUSINESS**

There was no New Business.

**AGENDA PLANNING**

Swinger noted that PC will discuss the CLUP at their April meeting.

**ADJOURNMENT**

At pm, 7:52 Stiles MOVED and Doden SECONDED a MOTION TO ADJOURN. The MOTION PASSED 5-0 ON A VOICE VOTE.

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Rose Pelzl, Chair

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Attest: Judy Kintner, Clerk

*Please note: These minutes are not verbatim. A DVD copy of the meeting is available at the Yellow Springs Library during regular Library hours, and in the Clerk of Council's office between 9 and 3 Monday through Friday.*