



**MAYOR**  
Lynn Eisentrout

**FISCAL OFFICER**  
Kim Pulley

**AGENDA**  
**PLANNING & ZONING COMMISSION**  
September 11, 2019  
7:00 P.M.

**CALL TO ORDER**

**ROLL CALL**

**MINUTES:** August 21, 2019

**ZONING OFFICER'S REPORT** August 2019

**VILLAGE PLANNING**

**NEW BUSINESS**

**OLD BUSINESS**

- Sign Code Changes

**ADJOURN**

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**COUNCIL MEMBERS**

Diane Schrimpf  
Joseph Curl

Matthew Star  
Lori Howard

Tony Benedetti  
Tiffany Hughes

**RECORD OF PROCEEDINGS  
VILLAGE OF MINERVA PARK**

**Planning & Zoning Commission Work Session**

**August 21, 2019**

**Minutes**

*Donna Kopecky called the meeting to order at 7:03 p.m.*

**Roll Call:** Donna Kopecky, Lisa Craddock-Thitoff, Mayor Eisentrout, Village Planner Eric Fischer, Council Liaison Tony Benedetti (arrived at 7:25 p.m.)

**Minutes:**

Mayor Eisentrout moved to approve the minutes of the August 7, 2019 meeting; Lisa Craddock-Thitoff seconded; passed.

Donna Kopecky moved to approve the minutes of the July 17, 2019 meeting; Mayor seconded; passed.

**Village Planning:**

- ❖ Mr. Fischer said there were two variances that were very similar. He passed out site plans with the proposed fence lines drawn to scale. They are both corner lots. Corner lots have two frontages off of the public street. The code allows for building to come within 14 ft of the build line. The issue on the fronts is that the corner lots do not allow to encompass a lot of the yard with a fence. The reason for the build line is to keep structures away from the street and so that there is a line of sight for the roads. Mr. Fischer recommended that council adopts a change to the development text that allows for a general rule. There are a lot of corner lots and these variances will keep coming up.
- ❖ For V-2-2019 on 3102 Wolfbirch, the variance would be to cross the building line. The fence is not a privacy fence and is a 6ft aluminum fence. It will attach to the back corner of the house. The fence is planned for 12 feet into the building line and 14 feet from the sidewalk. The resident introduced himself as Scott Bush. He said the fence was for safety. Discussion ensued about a potential rule change that could be done in the development text.

Donna Kopecky moved to recommend to council to accept the V-2-2019 variance application as presented: Councilman Benedetti seconded; passed.

The motion was unanimously passed.

- ❖ For V-3-2019 on 4852 Black Sycamore for a white vinyl privacy fence. The portion of the fence that does not need a variance is already built. This section of the fence is to have a 5 feet setback from the sidewalk. Planning and Zoning members discussed the fence. The resident introduced himself as Mike Gabors and said he was one of the first people to move in the development. He has small children and a dog and wants to close in the backyard. They originally chose the yard because of the space of the yard. They have considered a live fence. Councilman Benedetti suggested using a 13-foot setback from the road since that is what is in the existing Village.

Donna Kopecky made a motion for V-3-2019 to make a recommendation to Council approve an amended variance application that has a 13 ft setback; Councilman Benedetti seconded; passed.

- ❖ **New Business:** Mayor Eisentrout opened the floor for Chairperson nominations.

**RECORD OF PROCEEDINGS  
VILLAGE OF MINERVA PARK**

Planning & Zoning Commission Work Session

August 21, 2019

Minutes

Lisa Craddock-Thitoff nominated Donna Kopecky for Chairperson; Mayor Eisentrout seconded; passed.

- ❖ Mayor Eisentrout opened the floor for Vice Chairperson nominations.

Donna Kopecky nominated Lisa Craddock-Thitoff; Councilman Benedetti seconded; passed.

- ❖ **Old Business:**

- ❖ Mr. Fischer wanted to continue the discussion on the dumpsters at the Uptown Center. They are out front taking and up parking spaces. With the Code Enforcement Officer, Mr. Fischer took some measurements and said that there is a right of way in the alley of the rear of those buildings that the dumpsters could fit. There would have to be work with AT&T to relocate communication lines. Councilman Benedetti said that the dumpsters were there before but they were moved to where they are now because of those lines. Mr. Fischer said they could change the code in which the dumpsters would have to be forced to be moved. Councilman Benedetti asked about a dumpster enclosure. Mr. Fischer suggested grant money to help encourage them to move the dumpsters. He said that enclosures have to be with new development. Vice Chairperson Craddock-Thitoff asked how they would be able to make them to move the dumpsters. Mr. Fischer said that there can be textual changes made to the code that would force them to put the dumpsters in the back where there is an available public right of way that Council would designate. Mayor Eisentrout had a discussion with the owners of that center. They have put locks on the dumpsters and they get stolen and broken. Councilman Benedetti said that there should just be an extra pickup. Mayor Eisentrout wants to see how to address the liability with legal counsel and meet with the owners and neighbors again.
- ❖ Mr. Fischer passed out some potential changes to the parking code to Planning and Zoning members to review. Discussion ensued about various parking situations with a boat and other recreational vehicles. Mr. Fischer said the changes he provided could solve conflict issues within the current code. Councilman Benedetti said Council would have a longer discussion.

Chairperson Kopecky moved to send the suggestions to Village Council for 1282.08 and 452.15 with the modifications as indicated; Councilman Benedetti seconded; passed.

- ❖ Mayor Eisentrout said she has had a resume forwarded to her for the open vacancy on the Planning and Zoning. She suggested some dates for a deadline for accepting a new member. Mr. Fischer proposed that Council change the legislation for seven Planning and Zoning members. Discussion ensued about the upcoming schedule.
- ❖ Discussion continued about the dam, greenspace planning, and the planning processes.

The meeting adjourned at 7:53 p.m.

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Mayor Lynn Eisentrout

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Chairperson Donna Kopecky

VILLAGE OF MINERVA PARK  
**ZONING & CODE ENFORCEMENT REPORT - August 2019**

Address	Date	Violation	Code Section	Description	Letter Sent	Correct By	Letter #	Status	Closed/Abated	Notes
5400 Cleveland Ave	8/1/2019	Broken Fence	1464.01	Fence broken in rear of property	8/1/2019	8/11/2019	1			Fence is broken and leaning in rear
2525 Jordan Rd	8/1/2019	Pile of broken limbs	665.05	Pile of limbs in rear/side of property	8/1/2019	8/7/2019	1		Closed	Property in compliance
2806 Minerva Lk Rd	8/1/2019	Broken Tree Limbs	665.05	Broken tree brances and limbs in rear	8/1/2019	8/7/2019	2		Open	Branches and limbs in rear of property
2806 Minerva Lk Rd	8/9/2019	Broken Tree Limbs	665.05	Broken tree brances and limbs in rear	8/9/2019	8/16/2019	3		Closed	Property in compliance
3171 Minerva LK Rd	8/29/2019	Outside storage	1480.12	Debris and broken limbs in rear of property	8/29/2019	9/8/2019	1		Open	Trash, debris and broken branches and tree limbs in rear of property
2806 Minerva Lk Rd	8/29/2019	Broken Tree Limbs	665.05	Large broken tree limb in rear of property	8/29/2019	9/8/2019	1		Closed	Property in compliance
5360 Ponderosa	8/29/2019	Inoperable Vehicle	1482.08	Inoperable pick-up truck in driveway	8/29/2019	9/8/2019	1		Open	Pick-up truck remain inoperable
5400 Cleveland Ave	8/29/2019	Broken Fence	1464.01	Fence broken in rear of property	8/29/2019	9/8/2019	2		Closed	Property in compliance
3197 Dublin-Granville	8/30/2019	Outside storage	1480.12	Appliances and broken furniture outside	8/30/2019	9/9/2019	1		Open	Appliances & Furniture outside.
5386 Park Lane Ct	8/15/2019	Deck Permit		Completed					Closed	Delivered
4961 Farview Rd	8/14/2019	Patio & Side Walk							Open	
3047 Dublin Granville	8/20/2019	Roof Permit		Completed					Closed	Delivered to Able Roofing
2911 Berry Lane Ct	8/20/2019	Patio Permit		Completed					Closed	Delivered
4913 Stoney View	8/23/2019	Sun Room Addition		Completed					Closed	Delivered
3034 Wolfbitch	8/27/2019	Fence		Completed					Closed	Delivered
3034 Wolfbitch	8/27/2019	Deck Permit		Completed					Closed	Delivered
2951 Green Line	8/30/2019	Fence Permit		Completed					Closed	Delivered

## § 1280.05 PERMANENT SIGNS.

All permanent signs shall comply with the following requirements and with the height, area and setback regulations of § [1280.06](#):

(a) Wall Signs. Wall signs are permitted for any business or use not identified by a ground sign.

(1) Placement.

A. Wall signs shall not protrude more than ten inches from a building wall or face.

B. A wall sign may not extend above the window sill of the second story. If wall signs, either box or separated letters, are placed in a space between windows, the height of such signs may not exceed two-thirds of the distance between the top of the window and the sill of the window above or the major architectural details related thereto. If individual letters or box graphics are placed between window spandrels, the height of the letters or box graphics may not exceed two-thirds of the height of the spandrel.

C. Signs may be attached to a building wall or extension which faces a street, parking lot or service drive, or may be attached to a canopy, marquee or roof which projects beyond the building, provided that no part of the sign may extend above the roof, canopy or marquee.

(1) Vacancies: Should a tenant space become vacant, the landlord will replace the sign face where applicable with a blank sign face that matches the surrounding façade color.

(2) Size. The maximum allowable size for any wall sign shall be one square foot of sign area for each linear foot of width of the building face to which the sign is attached, but no wall sign shall exceed the maximum size allowed for the use by § [1280.06](#).

(3) Number. Wall signs shall be limited in number to one per building or use. For buildings or uses on corner lots having at least 100 feet of frontage on two public rights-of-way, a second sign is permitted facing the right-of-way.