PRESENT: Ray Forziat, Chair
Peggy Ekdahl, Secretary
Matthew Fenton
Robert Hoffman
Noreen Khoury
Ash Toumayants, Alternate

EXCUSED: Ed Darrah, Vice Chair
Bill Sharp

STAFF PRESENT: Don Franson, P.E., P.L.S., Township Engineer
Lindsay Schoch, AICP, Principal Planner
Mark Gabrovsek, Zoning Officer
Sharon Meyers, Senior Support Specialist – Engineering/Planning

GUESTS: Robert Myers, Hawbaker Engineering

CALL TO ORDER: Mr. Forziat called the meeting to order at 7:00 p.m.

ZOOM MEETING PROTOCOL: Mr. Forziat verified there were not people present via Zoom and review of Zoom protocol was not necessary.

ROLL CALL: Mr. Forziat verified Mr. Darrah and Mr. Sharp were not present and excused from the meeting.

OPEN DISCUSSION: None presented.

CONSENT AGENDA:
Mr. Fenton moved to approve the April 18, 2023 meeting minutes as written. Ms. Ekdahl seconded. Motion carried unanimously.
PLANS:

P-1 Summit Park Subdivision Sketch Plan

Ms. Schoch introduced the plan and Mr. Myers, the engineer from Hawbaker Engineering. She added that staff had requested a sketch plan for this project in order to help with the process. Mr. Myers introduced himself and the Summit Park Subdivision Sketch Plan. He explained how the parcel is to be subdivided and discussed the Industrial Revitalization Area (IRA).

Mr. Toumayants asked if there would be a timeline set for the development of sidewalks. Mr. Franson stated the Township would most likely treat this project much like a residential project for the development of sidewalks. He explained that it would be counterproductive to install sidewalks prior to the development of each lot. Mr. Franson added the Township most likely recommend sidewalks not be built until a certain percentage of development is completed.

Mr. Fenton requested the Township stay as consistent as possible, i.e., sidewalk development timeline or percentage, when it comes to the various developments throughout the Township. Mr. Hoffman stated that he had no major concerns and he agrees with the idea of setting a percentage of development to be complete before requiring sidewalks to be installed. He also asked that the developer be cognizant of emergency access to all lots in the development.

Mr. Forziat asked if there would be a connection made between lots one and twelve. Mr. Myers explained there would not as there is an elevation change of about twenty feet between the lots. Mr. Toumayants asked if the development of this area would cause a bottleneck issue on College Avenue. Mr. Myers stated that it would be difficult to know until it is determined what is to be developed in each lot. Mr. Franson stated that with the development of each lot there would be a traffic count and possible traffic impact study to determine how the development will impact local traffic patterns.

Mr. Forziat asked about the area of open space on the plan and if it would remain a green open space or be developed in any way. Mr. Myers explained the area designated as open space is a former landfill and no development can be done in that area and it will probably remain a green open space. Mr. Forziat also asked about the lot sizes and how they were determined. Mr. Myers explained that the lots vary in size due to the nature of possible development. Ms. Schoch explained the IRA and the requirements involved with this area. One requirement is that fifty-one percent of the area needs to remain an industrial use while the remaining forty-nine percent needs to be non-industrial. The Planning Commission then discussed the area and how this plan is heading in the right direction for development.

OLD BUSINESS: None presented

NEW BUSINESS: None presented

REPORTS:

R-1 DPZ CoDesign Update

Ms. Schoch reported on her correspondence with DPZ CoDesign. She has been developing a stakeholder group for the Dale Summit Area. Ms. Schoch stated that the Charrette is to be held week of June 18th and a Pre-Charrette with stakeholders will be held sometime at the end of May. She explained what the Charrette is and the process. Mr. Forziat asked if the Planning Commission will see the memo to Council on the rezoning of the area on Shiloh Road. Ms. Schoch explained that the memo will not be seen by the Planning Commission, however, it will include the process the Planning Commission went through as well as their recommendation.

R-2 Council Update

Mr. Hoffman reviewed the briefing provided. Mr. Forziat asked if the briefing report is replacing the Council minutes previously submitted as a staff informative. Ms. Meyers explained that the report is not replacing the minutes, however, Council minutes must be approved by Council prior to adding them to the Planning Commission packet.
STAFF INFORMATIVES:
SI-1 Zoning Bulletin
Mr. Forziat explained the zoning bulletin and how educational it can be.

OTHER MATTERS:
OM-1 Potential Change of Date for June 20th Meeting
Ms. Schoch stated the reasoning behind the request to change the meeting date. The Charrette is scheduled for that week and there is an open design study scheduled for evening of June 20th. The Planning Commission agreed that June 27th would be an acceptable alternative to meet.

ANNOUNCEMENTS:
Mr. Forziat announced the next meeting will be WEDNESDAY, May 17, 2023 at 7:00 p.m. Ms. Schoch confirmed the joint meeting with Council will be held on Tuesday, May 30th at 7:00 p.m.

ADJOURNMENT: Mr. Hoffman moved to adjourn. Mr. Fenton seconded. Motion carried.

Meeting adjourned at 7:49 p.m.

Sharon E. Meyers
Senior Support Specialist – Engineering/Planning