

**CITY OF TALLMADGE
PLANNING & ZONING COMMISSION**

MINUTES OF MEETING HELD July 2, 2019 7:00 p.m. Council Chambers
Date Time Place

MEMBERS PRESENT: Gerald Taylor, Julie Oliver, Pat Larson, Kevin Heilmeier

MEMBERS ABSENT: Stephan Ryder

CHAired BY: Gerald Taylor

SECRETARY: Kelli Funk

REGULAR MEETING

SPECIAL MEETING

PRESENT: Megan Raber, Law Director
Helene Hussing, Planning and Zoning Manager

ITEMS TO BE DISCUSSED

1. **Item #PZ19-07-01: Amendment to the Zoning Map (C-3 to R-3)**
Architectural Options, Inc. - Applicant
Rita Reeves & Deborah Johnson - Owners
PN6004384 – Southern Portion of 323 W Overdale Dr
 - For official filing & scheduling of public meeting

2. **Item #PZ19-07-02: Conditional Zoning**
Missy Hatch, Scratch Kitchen & Catering – Applicant
Ward Holdings LLC – Owner
137 East Avenue, Suite 44
 - Dining Establishment serving alcoholic beverages
 - For acceptance of application and scheduling of public hearing

The July 2, 2019 meeting of the Planning and Zoning Commission was called to order at 7:00 p.m. by Chairman, Gerald Taylor.

The meeting was opened with the Pledge of Allegiance.

Roll called. All members were present with the exception of Stephen Ryder.

Mr. Heilmeier: **I make a motion to excuse Mr. Ryder.**

Mrs. Oliver: **Second.**

Roll called. All members present voted in favor. (4-0)

Mr. Taylor: Next item is the approval of the minutes of June 6, 2019.

Mrs. Oliver: **I'll make motion to approve the minutes as presented for the June 6th, 2019 meeting.**

Mr. Heilmeier: **Second.**

Mr. Taylor: Any amendments? No amendments?

Roll called. All members present voted in favor. (4-0)

Mr. Taylor: Agenda additions? I don't see any. Correspondence and communications. We did receive, thanks to Kelli, the June 6th meeting here at our desk and we did get it in email. First item on the agenda:

Item #PZ19-07-01: Amendment to the Zoning Map (C-3 to R-3)
Architectural Options, Inc. - Applicant
Rita Reeves & Deborah Johnson - Owners
PN6004384 – Southern Portion of 323 W Overdale Dr
• For official filing & scheduling of public meeting

Mrs. Oliver: **I move to accept for official filing, Item #PZ19-07-01, Amendment to Zoning Map application, Architectural Options, Inc., applicant, Rita Reeves and Deborah Johnson, owners, and schedule a public meeting on Thursday, August 1, 2019 at 7:01 pm to consider a recommendation for action to City Council based upon the application submitted to the Zoning Department on June 17, 2019**

Mr. Heilmeier: **Second.**

Roll called. All members present voted in favor. (4-0)

Mr. Taylor: Ok, so unanimous vote. That will be for the August 1 meeting. Next item on the agenda:

Item #PZ19-07-02: Conditional Zoning
Missy Hatch, Scratch Kitchen & Catering – Applicant
Ward Holdings LLC – Owner
137 East Avenue, Suite 44
• Dining Establishment serving alcoholic beverages
• For acceptance of application and scheduling of public hearing

Mr. Larson: **I move to set the Public Hearing for Item #PZ19-07-02, Missy Hatch, Scratch Kitchen & Catering, applicant, Ward Holdings LLC, owner, for Suite 44 at the property located at 137 East Avenue, based on the plans and application submitted to the Planning & Zoning Department on June 27, 2019 for the following month on Thursday, August 1 at 7:05 pm.**

Mrs. Oliver: **Second.**

Roll called. All members present voted in favor. (4-0)

Mr. Taylor: Ok. Vote is unanimous.

Mr. Larson: **I make a motion to adjourn.**

Mr. Taylor: Do we have anything else before we have a motion? I do have one thing, the Apostolic Church on South Ave, did we set a time limit on when they were going to replace that sign? Or have they been in any communication to you?

Mrs. Hussing: They have been in communication and I believe they are still waiting on Fast Signs to design the new design. It takes time to create that, so they will be in. It's a follow up on a code violation so it's in our work case. We follow up on that, so it will be done.

Mr. Taylor: Whenever we run into these, should we put a time limit?

Mrs. Hussing: I believe we should.

Mr. Taylor: What is reasonable? 30 days? 60 days?

Mrs. Raber: It's going to depend on the case by case situation.

Mr. Taylor: Ok, but it can be in that 30 to 60 days, they have to respond to the...

Mrs. Hussing: I think so, that would be reasonable.

Mr. Taylor: Ok, I think next time we run across this maybe we should keep that in mind. Ok, Mr. Larson...

Mrs. Oliver: **Second.**

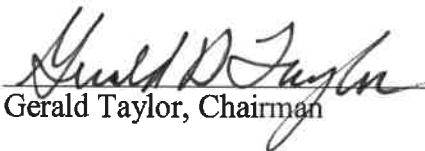
Roll Called. All members voted in favor. (4-0)

Meeting adjourned at 7:07pm.

Respectfully submitted,



Kelli Funk, Secretary



Gerald Taylor, Chairman