

PLANNING COMMISSION MINUTES  
CITY OF PIQUA, OHIO  
6:00 P.M. – TUESDAY, MARCH 10, 2020  
MUNICIPAL GOVERNMENT COMPLEX  
ADMINISTRATIVE CONFERENCE ROOM – 201 W. WATER STREET

**CALL TO ORDER**

At 6:00pm Chairman Oda called the meeting to order and welcomed all in attendance. Mr. Oda outlined the order of business and procedures that will be followed by the Planning Commission.

**ROLL CALL**

Members Present: Jim Oda, Stu Shear, Joe Wilson, Gary Koenig

**MEETING MINUTES**

The minutes of February 11, 2020 Planning Commission Meeting were approved 4-0 by voice vote.

**NEW BUSINESS**

**Resolution PC 6-20**

A Resolution to consider a preliminary plat of new public right-of-way currently located on Inlot 7478.

Kyrsten French, City Planner, offered the staff report. She explained that before the Planning Commission are two resolutions related to the Scarbrough Drive extension: Approval of the Preliminary Plat and Approval of Construction Documents. She noted that city departments have reviewed and approved the construction documents and preliminary plat. When the final plat is created, this item will come back to Planning Commission for review as well as the dedication of right-of-way. Staff recommended approval of this resolution.

Chris Schmiesing, Community and Economic Development Director, came forward and explained the reason behind the request. He noted that the Scarbrough Drive extension represents a step forward for creating a "shovel-ready" site, where future industry may be developed. It was discussed that readying infrastructure and providing preliminary due diligence to promising industrial sites is the most critical component of being selected for new industry.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Joe Wilson motioned to approve Resolution PC 6-20 and Stu Shear seconded. Resolution PC 6-20 was approved by a 4-0 roll call vote.

**Resolution PC 7-20**

A Resolution to consider construction documents for the extension of Scarbrough Drive.

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Kyrsten French, City Planner, offered the staff report. She again explained that the construction documents for this resolution are related to PC 6-20. If the resolutions are passed, the project will go out for bid and believed to be complete before the end of the year.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Stu Shear motioned to approve Resolution PC 7-20 and Joe Wilson seconded. Resolution PC 7-20 was approved by a 4-0 roll call vote.

### **Resolution PC 8-20**

A Resolution to consider the consolidation of the Downtown District Design Review Board into the Planning Commission.

Kyrsten French, City Planner, offered the staff report regarding future board and committee planning. She noted that 'Exhibit A' in the packet provides a visual of who the board would consist of at this time. Kyrsten explained the strike through content in 'Exhibit B' in the packet. Chapter 152 in the code of ordinances consists of Historic Preservation definitions and standards.

Chris Schmiesing, Community and Economic Development Director, came forward to provide information on the request. Chris noted that the charter describes the Planning Commission as a 5 member body. Consolidation of the Downtown District Design Review Board into the Planning Commission will improve efficiency and effectiveness of approval process and application of standards concerning land use matters. The efficiency gained will benefit applicants, city staff, and board members by creating a more streamlined review process. City staff will provide applicants with assistant regarding the historic preservation standards at the same time they are discussing zoning requirements. This consolidation will increase the historic preservation and architectural expertise of the Planning Commission, and sends a message of encouragement to those seeking to develop in downtown Piqua.

Board members discussed the strike-through materials provided in the packet. It was decided that the board should make note of any comments or concerns to share with Kyrsten at a later date. Code Piqua will change specific content when it is adopted. Board of Zoning Appeal openings were discussed by board members as well as future board education opportunities.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Joe Wilson motioned to approve Resolution PC 8-20 and Gary Koenig seconded. Resolution PC 8-20 was approved by a 4-0 roll call vote. This item will now go in front of city Commission for its first reading on April 7, 2020.

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**OTHER BUSINESS**

Kyrsten French, City Planner, updated the Planning Commission of the 2 additional cottages that were added to Phase 3 of the Garbry Ridge construction.

**ADJOURNMENT**

With no other questions, comments or business before the Planning Commission, a motion was made by Stu Shear and seconded by Joe Wilson to adjourn the meeting. With all those present in support of the motion the meeting was adjourned at approximately 7:03 P.M.

Attending the meeting to prepare the meeting minutes provided herein was Bethany Harp, City of Piqua Development Department. Comments requesting corrections, additions or deletions to the content of this record should be directed to Ms. Harp at [bharp@piquaoh.org](mailto:bharp@piquaoh.org).