

## **Millersburg Planning Commission Meeting**

**October 17, 2017**

**MEMBER PRESENT** John Kirkendahl , Anne Peltier, Connie Lepin, Steven Vogler, Ed Perleifein, Scott Stimpson, John Sullivan

**MEMBER ABSENT:** Dennis Gunner

**NEW MEMBER:** Mr. James P. Kirk was introduced to the audience as a new member of the Planning commission. He replaces Mr. Dan Nixon.

**STAFF PRESENT:** Steven Hasson, Samuel Gollah

**NOTE:** Chairman Ed Perleifein officially tendered in his resignation as the Chairperson of the Planning Commission. The Planning Commissions altered the agenda for this meeting due to the joint Planning Commission-City Council meeting. The change enabled Council members present to partake in joint meeting and not the Planning Commission meeting. The following represent the altered agenda.

1. Election of New Chairperson and Vice Chairperson
2. Joint Planning commission and City Council meeting
3. Approval of July 17, 2017 minutes
4. Variance
5. Closing Comments and adjournment

### **ELECT NEW PRESIDENT AND VICE PRESIDENT**

Prior to the opening of the Planning Commission meeting, there was a bit of confusion as to who chairs the meeting. Incumbent Ed Perleifein had offered to resign earlier. Alas, it was decided to have Ed Perleifein chair the election and step down afterwards. Mr. Jim Kirkendahl was introduced to the audience as the new member of the Planning Commission by Mayor Jim Lepin.

Mr. Perleifein requested for nominees to replace the departed vice chairperson Mr. Dan Nixon and the outgoing chairperson Mr. Perleifein. Planning Commissioner Steve Vogler nominated Commissioner Anne Peltier and Commissioner Connie Lepin nominated Commissioner Kirkendahl. There was no other nominee. The Commissioners elected Mr. Kirkendahl as the new Chairperson and Ms. Peltier as the new vice chairperson respectively.

### **JOINT PLANNING COMMISSION-CITY COUNCIL MEETING**

M. Kirk assumed the chair and asked Mayor Jim Lepin to proceed with the joint Planning Commission-City Council Meeting. Mr. Kirkendahl thanked M. Ed Perfeinlein for his long and dedicated services to the City of Millersburg. Mayor Lepin and City Manager Steven Hasson and Mayor Lepin also thanked the outgoing chair and reminded the audience and the rest of the Planning Commission about the importance of Commissioners work to the public. Mayor Lepin called on the Planning Commissioner to be more engaged in engaging the City Council on matters pertinent to the City's growth. He suggested having the PC to bi-weekly. The new Planning Commissioner Kirkendahl echoed the significance of the role of the planning commission recommended the appointment of a Liaison between the City council and the P commission.

*Commissioner Perlenfein thanked the members of audience and spoke about mix motion and achievements during his tenure as Chair. The rest of the Planning Commission congratulated the outgoing chair*

The mayor then delved into the joint Planning Commission-City Council meeting. He shared a handout that contained three subtopics: The subtopics included:

Joint Meeting:

*Mayor Jim Lepin introduced the joint planning commission-city council meeting and shared a handout with the audience. The handout contained a list of strategies the Mayor considers as vital to the vision and growth for the City. They include*

In our Future:

The mayor pointed out the City is expecting approximately 800 houses in the next five years; thus, doubling the population. The population will have impact on the development of the City: hence, the forward looking document along with the joint meeting to map out our future. The mayor several salient topic for the growth among them: a need for an elementary school, areas for Commercial spaces, the need for Property for all city-owned properties Management Plan , seeking donation and acceptance of 200 plus acres for recreation – with caution and location for a fire station

Areas of Opportunities:

The Mayor indicated that the City of Millersburg Comprehensive Plan is out of order and needs updating; Hi indicated that this a high priority for the City. The Comprehensive Plan for the City of Millersburg has been updated twice since the incorporation of Millersburg as a City. The first occurred in 1984 and the last one was in 2001. He expressed similar concerns about the Transportation System Plan .. and about the goals in the strategic plan. Internal planning support is not where it needs to be. Street Capital Improvement Plan needs updating.

Going Forward:

The Mayor wants the Planning Commission to be more active in developing the planning and development process.  
Mayor is looking for ways to include the PC president in meetings covering economic development

- Steven explained the significance chairing the planning Commission. Mayor Lepin echoed the significance of the Planning Commission and proposed for the Planning Commission to think about meeting about twice in a month> Commissioner Kirkendal also liked the idea and suggested the idea of appointing to liaise between the Planning and the City Council
- Ed indicated that although he is resigning as the chair he will still continue to serve as a member of the Planning commission
- Ed open the meeting and asked Steven to explain the significance of a joint meeting between the Planning Commission and the City Council. ....  
The mayor took it from there

Mayor requested the Planning Commission to be more engaged and suggested that may be the Planning Commission should think about meeting twice a week.

Mr. Krirkendal recommended the appointment of liaison to coordinate Planning Commission meeting

The handout contained three subtopics: In our Future, Areas of Opportunity, and Going Forward.

### **APPROVAL OF JULY 17, 2017 MINUTES**

The regular planning commission resumed after the joint meeting. Mr. Kirkendal called for the approval of the July 17, 2017 meeting. Commissioner moved to approve the minutes. It was seconded by Anne Peltier. Planning Commission chair requested for motion to vote on the October 17, 2017 meeting. Ms. Lepin petitioned the Commission to hold off the vote because she does not think the report was conclusive enough. Specifically, she said the Fence ordinance and the Parker Lane approval languages did not reflect the Planner Commission's final decisions. The Planning Commission agreed to approve the October 17, 2017 meeting with conditions. Commissioner Lepin will provide Sam Gollah, City of Millersburg Development Coordinator with revision to be incorporated into a next report for approval. The Planning Commission then agreed to proceed with the approval of the minutes.

Chairman, Jim Kirkendall, called the meeting to order at 6p.m. and called for approval of the October 17, 2017 minutes. **Commissioner Vogler** move to approve the minutes as presented, seconded by **Anne Peltier**. All in favor: Ayes - 7, Opposed -0; Absent – 1 (Dennis Gunner). **APPROVED**.

### **VARIANCE REQUEST**

Chair Kirk introduced the Variance Request. Steven Hasson, the City Manager presented the report prepared by the staff. He explained the rationale behind Variance

Request. He indicated that Variance Request is essentially for natural hardships. He defended the city's denial of the Variance Request by spelling out the fact of findings as presented in the report. The applicant met all the land use requirements for urban residential district. He also partially met the code requirement for residential accessory structure with the exception of the size. Additionally, Steven indicated those Millersburg codes that allow the construction of residential accessory structure to precede the main house. He also said the City expanded the square footage from 800 to 1200 in order to allow more room for large structures. However, it appears the 1200 square feet is still not enough for some citizens. The city manager indicated that the City cannot continue the expansion of accessory structures for ever. Commissioner Peltier and Kirkendal agreed with the City Manager.

But Commissioners Connie Lepin and Scott Stimpson both thought the applicant had enough room to place his structure without substantially violating the code. Ms. Lepin said her support for the Variance was influenced by the fact they had the project been reduced to 25 x 48 it would have met the criteria; as such, the extra five feet should be problematic. Scot concurred Mr. Stimpson concurred with Ms. Lepin on the grounds that the five differential is not a big deal. Steve Vogler agreed with both Commissioners; so was Ryan. Ryan questioned the wisdom of having Planning Commissioners meeting had the applicant met the requirement of 1200 square feet.

The City of Millersburg did not find the applicant's circumstantial evidence for the Variance Request unconvincing. The Variance Request failed to address hardships. Steven reminded the audience that hardships are naturally based should not be based on the applicant's MAKINGS. The applicant, Mr. Billy Barsukoff responded by citing other oversized residential accessory structure that he observed were existing throughout the City. He also indicated that the property containing the proposed residential accessory structure is large enough to accommodate the structure and meet the setback requirements.

### **CLOSING COMMENTS AND ADJOURNEMENT**

Commissioner Connie Lepin announced the need to fill one vacancy on the Park Committee

Respectively submitted,

Samuel Gollah

Development Coordinator