

WHITEHALL PLANNING COMMISSION MINUTES MAY 6, 2021

The Whitehall Planning Commission meeting of May 6, 2021, was called to order by Chairman, Terry Anderson, at 6:31 p.m.

Chairman Anderson asked for a roll call.

Terry Anderson – Present

Mike Brown – Present

Denny Roberge – Present

Barb Blake – Present

Amy Smith – Present

Jason Thomas – Absent

Zach Woodruff – Present

Chairman Anderson asked for a motion to excuse absent members. Mr. Woodruff motioned. Ms. Smith seconded the motion. Voting was unanimous to excuse the absent member.

Chairman Anderson asked for a motion to approve the minutes from April 8, 2021. Mr. Woodruff motioned to approve. Mr. Brown seconded the motion. All voted in favor to approve the minutes with Mr. Roberge abstaining.

Chairman Anderson introduced Case 816, Ord. 039-2021. John Odom, architect for Captain D's is seeking a special permit for drive-thru window/facility, 3596 – 3698 East Main Street, parcel 090-000548. The Captain D's project is now an express store – walk-up/drive-thru service. Mr. Odom reviewed the site plan, matching the landscaping, size and caliber and of the trees, so that it looks like one continuous parcel. This building is the second of this new prototype in the country. Mr. Woodruff expressed thanks to Mr. Odom and his team on their effort to eliminate the drive isle in front of the building to create a pedestrian orientation with the patio extending to the public sidewalk. Chairman Anderson asked if the signage would remain the same as in the previous plan. Mr. Odom stated the signage would remain the same. Mr. Brown asked about the project timeline. Mr. Odom stated they are ready to move immediately, that this location is planned to be a franchise location. Ms. Blake asked for clarification regarding the existing parking. Mr. Odom stated in the event that the parking lot is 100 percent full, vehicles would be able to pull in and back up. Delivery trucks will come down the same drive isle. Mr. Odom stated that deliveries would not occur during lunch hour or evening hours. The garbage truck will be able to come in with one motion and back right out.

Chairman Anderson asked Ms. Goehring for the staff report. Staff recommendation is that the planning commission give favorable recommendation the application requesting a

special permit to allow for a drive-in window and drive-thru facility on a property zoned in the GCD within the commercial overlay.

Mr. Roberge motioned to **APPROVE** Case 816, Ord. 039-2021, special permit.
Ms. Blake seconded the motion. Voting was unanimous to **APPROVE** Case 816.

Chairperson Anderson introduced Case 817, Ord. 040-2021. Matt Dicken, Kramer Engineers, for Kemba is seeking a special permit for drive-thru window/facility, 890 South Hamilton Road, parcel 090-000052. Mr. Dicken stated the Kemba ITM (interactive teller machine) drive-thru project would use ten parking spaces in the Great Eastern parking lot. Mr. Dicken stated that even with overflow vehicle stacking, vehicles would be out of the main traffic flow. Mr. Dicken presented the site plan, featuring the Kemba colors with the green tower to be backlit with signage on both sides facing north and south on Hamilton Road, as well as orange vinyl wrapping and brick veneer. The tower will be 18 feet tall to meet the minimum height requirements. The building will be a prefabricated metal building. Chairman Anderson asked regarding servicing hours of the ITM. Mr. Dicken did not know the answers but assumed it would be off-peak hours. Mr. Brown asked about the number of current ITM Kemba operates. Mr. Dicken stated this is the first wave of expansion of these interactive teller machines. At this time, Kemba is still confined to the central Ohio area. Chairman Anderson asked for clarification regarding lighting – whether it would be mostly down lighting. Mr. Dicken said there would not be any extra lighting – the lighting would be coming from the unit itself. Mr. Woodruff stated the board will evaluate the signage at a later date.

Chairman Anderson asked Ms. Goehring to review the staff report for Case 817. Staff recommendation is that the planning commission give favorable recommendation the application requesting a special permit to allow for a drive-in window and drive-thru facility on a property zoned in the GCD within the commercial overlay.

Chairman Anderson asked for a motion to approve Case 817. Mr. Woodruff motioned for a **FAVORABLE** recommendation for Case 817. Mr. Roberge seconded the motion. The voting was unanimous to **APPROVE** Case 817.

Chairman Anderson presented Case 818 3' x 5', Case 819 3' x 5', and Case 820 3' x 3'. Greg Bunger, Lehner Signs, for Cerelia, is seeking three sign variances at 430 North Yearling Road, parcel 090-001924. Mr. Bunger is seeking three directional signs for the Cerelia property. There is an entrance off Poth Road and an entrance off North Yearling Road. The Yearling Road entrance is for employees and visitors. The Poth Road entrance is for truck

traffic. One sign will be at the corner of Poth and Yearling to direct traffic, one at the entrance on Yearling Road and one at the entrance on Poth Road. Mr. Woodruff confirmed that Cerelia would be a 24-hour operation. Mr. Bunger stated the signs are nonilluminated post and panel aluminum signs. Ms. Blake asked how the signs would be visible at night. Mr. Woodruff stated the deliveries would occur during the day. In addition, Ms. Blake asked for clarification of wording on each sign for directional ease and the size of the signs. Two of the signs are 15 sq ft, and one sign is 9 sq ft. Ms. Blake recognized this is a unique issue but stated that other businesses on Poth Road have signs that are larger than 8 sq ft. Mr. Woodruff stated Glazer's and Rite Rug have signs that are smaller but that Glazer's and Rite Rug do sit closer to Poth Road. Mr. Woodruff stated that for the viability for this site to grow the building from 160,000 to 450,000 will eventually change the building setback closer to the road which will negate the need as much for signage on Poth Road.

Chairman Anderson asked Ms. Goehring to review the staff report for Case 818, Case 819, and Case 820. Ms. Goehring clarified that regarding Case 820 the square footage is 9 sq ft (3' x 3'). Staff recommendation is that the planning commission approve the application requesting variances to allow private traffic signs that exceeds size requirements on a property zoned in the LCD (I-2).

Chairman Anderson asked for a motion to approve Case 818, Case 819, and Case 820. Mr. Woodruff motioned for a **FAVORABLE** recommendation for Cases 818, 819, and 820. **Mr. Brown seconded the motion. The voting was unanimous to APPROVE** Case 818, Case 819, and Case 820.

Chairman Anderson asked if there were any questions from the public. With no further questions, Chairman Anderson asked for a motion to adjourn. Mr. Woodruff motioned. Ms. Blake seconded the motion. All voted in **FAVOR** to adjourn.

Chairman Anderson asked if there was any further business.
The meeting adjourned at 7:01 p.m.

APPROVED _____, **2021**, respectfully submitted,

Terry Anderson, Chairman

Lori Morton, Secretary