

**Committee of the Whole Meeting
 Planning & Zoning
 June 26, 2018 – 7:00 a.m.
 Village Hall Conference Room**

Attendance

Committee Members:	
Timothy Nugent, Mayor	X
Tim Boyce, Trustee	X
Todd Crockett, Trustee	X
Diane Dole, Trustee	X
Joel Gesky, Trustee	
Samuel Martin, Trustee	
Wendell Phillips, Trustee	X
Other Attendees:	
Chris LaRocque, Village Admin	X
Jim Hanley, Super of PW	X
Ryan Marion, Code Official	X
Sarah Marion, Event Cord	
Sheila Martin, Treasurer	X
Al Swinford, Chief of Police	X
Geoff Aggen, Village Eng.	X
Darla Hurley, Deputy Village Clerk	

Meeting was opened by Trustee Crockett at 7:59 a.m.

There was no Public Participation.

There was a quorum.

MOTION: A motion by Trustee Crockett, second by Trustee Dole to approve the minutes from May 22, 2018 meeting. Voice vote – Ayes: Boyce, Crockett, Dole, Nugent and Phillips Nays: None. Motion approved.

Discussion Items:

- **New Construction permits** – Mr. Marion presented a handout comparing the cost of a permit fee with the suggested increase in the square foot cost from \$110 to \$120 for dwellings with basement; from \$105 to \$115 for dwellings with crawlspace and from \$40 to \$50 for attached garages. Current permit fees for a 3BR home would be \$7,010; with the sale of the sewer system it would be reduced to \$4,127. This is at the 75% level and in 2019 the fees will be back to 100%. The permit fees will be \$5,302 in 2019. Mr. LaRocque stated that the cost per square foot should be reviewed annually. The cost per square foot is on the low end of the scale. An ordinance to increase the permit fees will be placed on the agenda for approval at the next board meeting.

Trustee Dole exited 8:05 a.m.

- **Tree Removal Permits** – Mr. Marion presented a list showing the number of permits he has issued over the last several years. The number for 2018 is very low. Mr. Marion asked if the village would like to continue to permit tree removals. When Mr. LaRocque was the Building/Code Enforcement officer he instituted the fee due to the Emerald Ash Borer problem and the potential problem with fly by night tree removal companies. Mr. LaRocque recommended to revisit the numbers at the end of 2018 and then decide whether the permitting should be continued.

- **Commercial Business Update:**
 - Sincerely Sally’s (47 W. Second St.) has closed and a new hair salon with a clothing boutique will be on the west side of the building and there is interest for the east side of the building
 - A medical billing facility will be located at 67 W. First Street. The owner of the property will instruct the employees (around 20) to park off site instead of directly in front of the building.
 - Main Street Pharmacy (24 W. First St.) will be doing some cosmetic updates and adding a HVAC system. They hope to start in a month.
 - There is interest from a national company on the former Family Video property (102 South Creek Drive). Information could not be disclosed at this time.
 - The South Creek Animal Hospital (333 South Creek Dr.) has completed an addition. The ribbon cutting is today, June 26th.
 - A local architect has purchased the building at 5 S. Main Street. He will be doing some façade improvements.
 - Work is still progressing at the parking lot at 600 N. Main Street.
 - St. Joseph Catholic Church (207 S. Main St.) has completed their rough-in inspections for the basement renovations. They also completed an ADA accessible entrance ramp to the church.

- **House Permits** - There have been 11 single family house permits issued in 2018.

A motion by Trustee Crockett, seconded by Trustee Boyce, to adjourn the meeting at 8:15a.m. Voice vote: all ayes, no nays. Motion approved.

Minutes respectfully submitted by Darla Hurley, Deputy Village Clerk