



**PLANNING AND ZONING COMMISSION MEETING
MINUTES**

**Tuesday, March 10, 2026 - 6:00 P.M.
(Meeting: In Person + Zoom Live Stream)**

CALL TO ORDER: Ms. Day called the meeting to order at 6:00 p.m.

MEMBERS: Monica Day, Sue Ann Philipbar, Dan Holahan, Teri Moran and Denise Ready.

MOTION: TO EXCUSE EX OFFICIO MEMBER MAYOR WHEELER FROM THE MEETING.

Moved by Ms. Philipbar, seconded by Ms. Moran. Upon roll call, motion passed unanimously.

OTHERS PRESENT: Assistant Planning and Zoning Director Amy Nauer, Planning and Zoning Director Brian Frantz and members of the public were also present.

AGENDA REQUESTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1) Case No. 11-2026

Applicant: Automated Logic/Becker Signs Inc.
Location: 3868 Congress Parkway
Zoning District: Industrial
Zoning Code: 1163.17(a)

The applicant is requesting to install a 2.46' x 7.5' (18.4 sq. ft.) wall sign on the building located at 3868 Congress Parkway.

Director Frantz introduced the case and brought attention to the previously submitted spec, rendering and site plan.

SCALE = 1/10

Automated Logic

NEW SIGN

EXISTING SIGN

'AUTOMATED' -- 13' FONT - 'LOGIC' -- 12' FONT

OVERALL - 29.5' TALL X 90' WIDE = 18.4 S.F.
BUILDING FRONTAGE = 165'
FABRICATED 304 STAINLESS STEEL
NON-ILLUMINATED
SOLID FACE CHANNEL LETTER
PAINTED BLACK AND RED
SOLID BACK
FLUSH STUD MOUNTED

BECKER SIGNS

Director Frantz noted that the size of the proposed wall sign is 2.46' x 7.5' (18.4 sq. ft.) and recommended approval.

The applicant, Brian Becker of Becker Signs, Inc. was present.

Mr. Brian Becker stated that this sign is not illuminated as the previous sign was illuminated. Furthermore, Mr. Becker explained that this sign will replace the existing.

Ms. Philippbar mentioned that she favors the sign design and proposed colors.

MOTION: TO APPROVE CASE 11-2026 AS SUBMITTED.

Moved by Mr. Holahan, seconded by Ms. Ready. Upon roll call, motion passed unanimously.

Focused Discussion – Zoning Code Update

The Commission discussed potentially adopting Planning Commission rules for meetings pertaining to comments from the floor and agenda structure. Ms. Day placed a two-minute speaking limit, per topic if the public present wished to comment on any topic discussed by the Commission.

Use-Specific Standards

1. Indoor/outdoor recreation.

Director Frantz gave context about past applications and interest from private property owners and developments desiring to bring indoor and outdoor recreation uses into the Village. Furthermore, as the Code currently reads, indoor or outdoor private recreation is not permissible within the Village while public recreation is permissible. Director Frantz and Commissioners discussed that such uses require a relatively large amount of acreage with relatively few jobs created, with Director Frantz emphasizing that the Village operates largely on income taxes from local jobs.

The Commission discussed the potential of larger-scale recreational facilities and how they may negatively affect the communities' resources as the attraction would be a regional facility. Director Frantz noted that it is important to look into the future as to what could potentially be created from these spaces should the recreational facility fail. Director Frantz and the Commission discussed the history of indoor shooting ranges and how recreational uses may impact the Village. Director Frantz explained that there have been inquiries regarding recreation facilities and the associated development which typically follows.

The Commission discussed the possibility of allowing smaller-scale recreational use facilities that may better fit the available land and building vacancies. Director Frantz and the Commission examined the differences between private gyms, medical offices who offer personal training and service-oriented uses. Ms. Nauer discussed the new dimensional standards categories draft as it pertains to the percentage of total area classified within the defined zoning districts. The Commission revisited the topic of gun ranges and ultimately decided to maintain the existing Code for indoor shooting ranges as a conditionally permitted use.

MOTION: TO MAINTAIN EXISTING ZONING CODE AND NOT ALLOW PRIVATE INDOOR OR OUTDOOR RECREATION USES IN THE ZONING CODE UPDATE; AND MAINTAIN EXISTING ZONING CODE FOR INDOOR SHOOTING RANGE AS A CONDITIONALLY PERMITTED USE IN THE ZONING CODE UPDATE.

Moved by Ms. Philippbar, seconded by Ms. Moran. Upon roll call, motion passed unanimously.

Public Comments

Councilperson, Carol Campbell stated that she attended a seminar which had an attorney guest speaker who voiced his opinion that gun ranges are extremely hard to prohibit in the state of Ohio.

Councilperson, Bobbie Beshara explained that the size of gun ranges could be large if dimensional restrictions are not placed. Additionally, Ms. Beshara expressed support for the Commission's decision to not allow private recreational facilities in the Village.

Councilperson, Jim Smith mentioned that the Commission should be careful not to prohibit favored uses based upon how definitions may read. Furthermore, if the use is not listed then the use should be understood as prohibited. Definitions should dictate the Village's desires and should not create issues for current businesses.

2. Use Variances

Director Frantz gave context to the Board of Zoning Appeals processes as it pertains to use variances and the required seven standards to which the applicant must address for the court to evaluate any variance requests. Moreover, Director Frantz explained as the Code currently reads pertaining to use variances, council's role, and the negative effects removing the provisions may have. Director Frantz and Commissioners discussed the required seven standards associated with the unnecessary hardships of applicable Board of Zoning Appeals cases.

Ms. Nauer explained that Mr. Myers had previously recommended communities to not allow applicants to seek a variance for use permissions applied to their property. In addition, Mr. Meyer previously noted that use variances have been seen in other communities but he has not observed the call-up authority aspect as listed within the Village Code. Director Frantz recommended maintaining the existing zoning code and allowing use variances in the Zoning Code update.

Public Comments

Resident, Ralph Waszak (4053 Brush Road) stated that from his recollection, in 1983 the Zoning Code included use variances to which were ultimately removed from the Code during his term as Mayor. Furthermore, Mr. Waszak explained the Code was later amended to allow use variances and noted past variances during his term.

Councilperson, Bobbie Beshara voiced support to permit zoning requests a voter topic as the process works in surrounding communities as it works as a protection. Otherwise, Ms. Beshara mentioned that use variance should remain in the code while withdrawing council call-up authority.

In response, the Commission and Director Frantz discussed the process of rezoning as a referendum to the people and the associated effects.

Public Comments

Councilperson, Jim Smith mentioned that he does not believe that use variances may be removed from the Code as it is part of the Village Charter, thus making it necessary to amend the Charter. Mr. Smith supported removing council call-up authority.

Councilperson, Carol Campbell, voiced support to maintain the seven standards associated with a use variance request. Additionally, Ms. Campbell supported removing council call-up authority.

Director Frantz explained that he would meet with the Village Law Director to review/determination if a charter amendment would be necessary to eliminate the automatic review provision noted in section 1107.19 of the Zoning Code in the Zoning Code update. The commission ultimately decided to maintain the existing zoning code and allow use variances in the zoning code update while eliminating call-up authority.

MOTION: TO MAINTAIN EXISTING ZONING CODE AND ALLOW USE VARIANCES IN THE ZONING CODE UPDATE; TO ELIMINATE THE AUTOMATIC REVIEW PROVISION NOTED IN SECTION 1107.19 OF THE ZONING CODE IN THE ZONING CODE UPDATE; SUBJECT TO THE VILLAGE LAW DIRECTOR’S REVIEW/DETERMINATION IF A CHARTER AMENDMENT WOULD BE NECESSARY.

Moved by Ms. Ready, seconded by Mr. Holahan. Upon roll call, motion passed unanimously.

Next Steps

Director Frantz mentioned the next two zoning code update work session meetings which would occur on 3/24/2026 and 3/31/2026 and recommended identifying the discussion topics for the meetings. In addition to the remaining agenda items, the Commission discussed adding call-up authority for conditional use permits to a future work session meeting agenda. Ms. Philippbar expressed interest in holding a joint meeting with Village council regarding the zoning code update and the regulating plan. Ms. Nauer explained that the regulating plan will be topic at the next two Planning Commission work session meetings and expressed support for the Commission to review the regulating plan’s purpose and implementation process. Mr. Holahan, Ms. Day and Ms. Ready voiced support of holding a joint session with council once the Commission has come to a consensus regarding the regulating plan.

Director Frantz explained that the regulating plan is the consultant’s recommendation of how the Village should implement the Crossroads District plan, specifically South Wheatley Road. Furthermore, Director Frantz discussed the role council has in the RFQ process, selecting a developer, price agreement and creating a development agreement. Director Frantz mentioned that the regulating plan for the South Wheatley Road area would be unnecessary as it mainly speaks to the road network and trails have been eliminated.

In addition to the remaining agenda items, the Commission decided to add call-up authority for conditional use permits and the Crossroads District regulating plan as discussion topics for future work session meetings. Director Frantz encouraged council participation in the continued Planning Commission work session meetings. The Commission came to an agreement for the order of agenda items during the March 24th, 2026 Planning Commission work session meeting to be first, home occupations vs. home business, drive-up service-oriented businesses, flex space, call-up authority for conditional use permits, warehousing uses, fencing/paving of outdoor storage area, non-residential material standards to lastly, Crossroads District – Regulating Plan.

APPROVAL OF 2/10/26 MINUTES:

MOTION: TO APPROVE THE 2/10/26 MINUTES AS SUBMITTED.

Moved by Mr. Holahan, seconded by Ms. Ready.

Upon roll call, motion passed unanimously.

ADJOURNMENT: Meeting adjourned at 8:17 p.m.

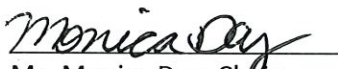
These minutes are not transcribed verbatim. This meeting has been digitally recorded in its entirety and is available in the Planning and Zoning office.

Respectfully submitted,



Amy J. Nauer, Assistant Director
Planning, Zoning and Economic Development

Approved,



Ms. Monica Day, Chair
Planning and Zoning Commission