



## Village of Galena ZONING AND PLANNING COMMISSION

### *MINUTES OF THE MEETING OF NOVEMBER 20, 2013*

The Zoning and Planning Commission of the Village of Galena met on Wednesday November 20, 2013 in the Council Chambers of the Village Hall at 109 Harrison Street, Galena, Ohio. Present were members; President Tom Hopper, Nancy Feole, Stan Swisher and Mark Brooks. Member Mike Bragalone was absent. Also present were Village Zoning Clerk Sally Hopper, Zoning Inspector David LaValle and visitors Steve & Marcia Eisenbrown, Heather & Dave Adams and Anne & Brian Severs. The meeting was officially called to order at 7:03 PM.

Copies of the minutes from the meeting of October 16, 2013 had been distributed to all members by the Clerk. A motion to approve the minutes, as presented, was made by Nancy Feole, seconded by Stan Swisher and passed unanimously.

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A hearing was held on the application of Steven & Marcia Eisenbrown, SAE-MJME Family, LLC for an amended development plan to allow a change in use to an existing building in a planned commercial and office district (PC) for 9 West Columbus Street. This building was previously used as the Village of Galena Municipal Building until sold to the Eisenbrowns earlier in 2013. It was originally built as a bank in 1906. No previous development plan is on file since as a municipally owned building it was exempt from this requirement.

Mr. Steve Eisenbrown, representing SAE-MJME Family, LLC, made a presentation regarding the plans to use the building and property for a craft, art and antique shop. There will be a mixed use consisting of retail and office space.

The front entry foyer addition will be removed and the building will be returned more to its original appearance. A portico and door matching the historic facade will be added as well as decorative brick and stone work. The side of the building will receive new landscaping and retaining walls along the path to the lower level entrance.

There will be no outside storage of solid waste. The number of employees will be 3 to a maximum of 5. Signage will be building mounted and in a style and scale similar to that already used on the nearby Murphy Real Estate and Mudflats buildings. There will be no signs ground mounted in the public right-of-way. The hours of operation will be between 8 AM and 7 PM seven days a week. The ADA access will be through the existing lower level ramped entrance. No new off street parking would be added. Parking would be all public and on-street. It is not expected to have any greater impact than the use as a Municipal Building did on public parking needs.

There were no audience comments.

Village Zoning Inspector Dave LaValle gave a review report and recommended the approval of the application. He stated that care should be taken to provide proper safe-guards to the public and adjoining properties during demolition and rehabilitation of the building and premises. The owner will be required to provide copies of any pertinent permits which may be issued by governing authorities beyond the Village and which have a bearing on the legal occupancy or code compliance issues as they may be encountered.

The Commission had a very brief discussion on the application.

A motion to approve the application for an amended development plan to allow a change in use to an existing building, with adjustments and modified signage, was made by Stan Swisher, seconded by Nancy Feole, and passed 4-0, with one absent, in a roll call vote as follows:

Swisher – Yes   Bragalone – Absent   Hopper – Yes   Brooks – Yes   Feole – Yes

The hearing was officially closed at 7:20 PM.

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The Commission held an informal discussion with Anne and Brian Severs, the new owners of 39 Middle Street. The building, built in 1821, is currently not in compliance with the zoning and exterior property maintenance codes. A violation with a compliance deadline of December 20 has been issued. The Commission listened to Mr. Severs discuss his plans for the property. They offered some advice and explained that he would need to apply for an amended development plan very much like the Eisenbrowns had just done. Since the background and structure stabilization work required to apply for zoning and building permits will take longer than the time allowed by the current violation deadline, Mr. Severs asked for a 90 day extension.

A motion to grant a 90 day extension for compliance, was made by Nancy Feole, seconded by Mark Brooks, and passed unanimously 4-0 with one absent.

Zoning Inspector David LaValle issued a written monthly activity report which is attached and incorporated as part of these minutes.

Mr. Dave Adams made a presentation to the Commission about his efforts to finish cleaning up his property at 37 High Street. The house has been removed and he expects to have the hole left by the basements filled as soon as the weather allows. The Commission thanked him for his hard work in bringing the property into compliance.

There was no old business.

There was no new business.

The Commission decided to cancel the scheduled December 18 meeting since there is no new business expected and it falls during the holidays.

There being no further business before the Commission, a motion to adjourn the meeting was made by Stan Swisher, seconded by Nancy Feole, and passed unanimously. **The next scheduled meeting will be on Wednesday, January 15, 2014 at 7:00 PM.** The meeting was officially adjourned at 8:47 PM.

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Clerk

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Chairman

#### CERTIFICATION

I, Sally H. Hopper, Clerk of The Planning & Zoning Commission of the Village of Galena, Ohio do hereby certify that publication of the above MINUTES were duly made by posting true copies thereof at five (5) of the most public places in the Village of Galena as provided for in Ordinance No. 2013-13 enacted by the Council of the Village of Galena on March 18, 2013.

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Sally H. Hopper, Clerk