



Approved by Planning Commission on 5-21-2019

**CITY OF MILLERSBURG
PLANNING COMMISSION WORK SESSION**

4222 NE Old Salem Road
Monday, May 13, 2019
5:00 p.m.

Minutes

- A. CALL TO ORDER: Commission President Jimmie Kirkendall called the meeting to order at 5:08 pm.
- B. ROLL CALL:
Members Present: Jimmy Kirkendall, Steve Vogler, Dennis Gunner, John Sullivan, Connie Lepin, and Anne Peltier
Members Absent: Ryan Penning, Ed Perlenfein, and Scott Stimpson
Staff Present: Jake Gabell, Deputy City Recorder; Matt Straite, City Planner; Forrest Reid, City Attorney; John Morgan, Planning Manager; and Janelle Booth, Assistant City Manager/City Engineer.
- C. Presentation by John Morgan. The Planning Commission reviewed the new Land Use Development Code draft with Mr. Morgan, articles 1-4.
- 1) Article 3
- i. Review of 3.107, the Fencing code.
 1. Residential fencing permits will not be required, and are limited to 6 feet in height.
 2. Industrial/commercial fences will be limited to 8 feet, including any wires on top.
 3. Retaining walls were discussed, and a definition will be added and will conform to the building code.
 4. Swimming pool fencing will be modified to conform to the building code requirements.
 - ii. Review of 3.108, the Land Division code.
 1. Discussion on partitions and serial partitions.
 2. Flag lots will be changed to have a minimum 25 foot access strip with a minimum improved surface of 20 feet.
 3. Improvement requirements – Subdivisions will be modified to move the requirements to the engineering standards and not place them in the code.
 4. A requirement will be added to require 2 trees per new home, in either the front yard or planter strip.
 5. A street name policy was discussed.
 - iii. Review of 3.109, the Yard and Lot Standards.
 1. A drawing, or visual, will be added to the "Vision Clearance" section.

- iv. Review of 3.200, and 3.201– no comments
 - v. Review of 3.202, the Manufactured Dwelling Parks.
 - 1. Streets were discussed and will be changed to the first of 100 feet of the private park streets will conform to City standards.
 - 2. Types of manufactured homes were discussed.
 - 3. Clear and objective standards were discussed.
 - vi. Review of 3.203, Design Standards for Homes on Individual Lots.
 - 1. The title will be changed to add “module”.
 - vii. Review of 3.204. This section was discussed with no changes.
 - viii. Review of 3.205, Manufactured Home, Trailer, and Vehicular Sales, Service and Related Uses was discussed.
 - ix. Review of 3.206, Residential Accessory Structures.
 - 1. A footnote will be added to the table in 3.206.01 (A) to include total lot coverage and impervious surfaces.
 - x. Review of 3.207, Accessory Dwelling Units.
 - 1. An “owner occupied” requirement will be added.
 - 2. Specific ADU requirements will be added.
 - 3. One additional off street parking spot will be required.
 - 4. Separate metering of City utilities will not be allowed.
 - xi. Review of 3.208, Permitted Temporary Uses.
 - 1. Section (B) (8) will be removed.
 - 2. Section (C) will be removed.
 - 3. Section (G) will be modified to conform to the Municipal Code.
 - xii. Review of 3.209, 3.210 - no changes proposed.
 - xiii. Review of 3.211, Houses of Worship.
 - 1. A provision for exterior lighting and screening will be added.
 - xiv. Review of 3.211, Standard Uses.
 - 1. Livestock provisions will be removed from all zones. A provision will be added to 3.211 to allow livestock within minimum lot size of 2.5 acres, regardless of zoning. Livestock standards will also be added. Chickens are regulated by the Municipal Code.
 - 2. Food stand limitations will be removed.
 - 3. Automobile service station will be added back to the new draft; it was in the prior draft.
 - 4. 3.211.11 (C) will modified to allow for rebuilding of a structure destroyed less than 80% of the assessed value.
- 2) Article 4
- i. The next Planning Commission work session will begin with the review of Article 4. Planning Director Morgan will add the comments from City Planner Straite and City Attorney Reid.
- 3) Review of the map and zone changes.
- i. City Planner Straite proposed to annex the two areas within the UGB that are not included within the City limits.
 - ii. Presentation by City Planner Straite on the new zones and the proposed zoning staff recommends.
- 4) The Planning Commission will meet for an additional work session on May 28th, 2019 at 5:00 pm.
- 5) Meeting adjourned by Commission President Kirkendall at 9:14 pm.

Respectfully submitted:



Jake Gabell
Deputy City Recorder

Reviewed by:



Matt Straite
City Planner