



## ZONING & PLANNING COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 8/26/2024

The meeting began at 7:00 p.m.

**Present:** Matt Sturgeon (Chair) Mayor Carter (Member), Rick Stallard (Member), Kevin Nehrenz (Member), Dave Gilson (Member), Barry Frey (Zoning Inspector), and Jennifer Gray (Recorder)

Mayor Carter made a motion to approve the minutes from 7/22/24 as written. The motion was seconded and carried. The minutes are approved as written.

**Amendments of the Agenda:** Mr. Sturgeon made a motion to add Community Block Grant Project report revision and Discussion of Milsop property/Premier RV to Old Business. The motion was seconded and carried.

**Privilege of the floor:** Mel Battig is here to discuss his property at 172, 174, 176, & 178 Center Street. This property has four units and it is not zoned for 4 units. He was hoping the Zoning Map update could be updated so he could get the necessary update needed for this property. He has only 3 water taps because that is all he is zoned for and would like all of his units to have their own water. He would like it to be designated as R4.

Mr. Sturgeon made a motion to recommend to Village Council a zoning map amendment for 172, 174, 176 & 178 Center street. The motion was seconded. Upon Roll Call: YEAS: *Sturgeon, Carter, Gilson, Nehrenz, Stallard* NAYS: *None*. Motion passes.

**Zoning Inspector's Report:** Mr. Frey reported he received and approved 24 permits in the last month. He made 15 violation phone calls and sent 5 violation letters. He signed off on 1 lot split for Mel Battig. Mr. Frey did send a violation letter to the Corporate office of Dollar General about landscaping in front of their sign here in Seville. He has not heard anything back. He did follow up with the local manager and she asked for a copy of the letter to send directly to contact at corporate. Mr. Frey gave her a copy.

**Economic Development Report:** No report.

### New Business:

- **Green Bud Site Plan**

Mr. Frey presented a site plan from Standard Wellness/Green Bud. Joe Andulics and Brady Wells from Standard Wellness/Green Bud were present to answer questions. The changes to the footprint of the building would include a driveway with a drive through window and a vehicle deliver bay in the back. The drive through window is encroaching on the property line. They need to have 25 ft from property line and there is only 18.77 ft so they will need a variance. They will apply for a variance to be heard at Board of Zoning Appeals next month which will be before Zoning and Planning Committee meeting. If Variance is passed, then Zoning will vote on approval of the Site Plan.

**Pending/Completed Legislation:**

**ORDINANCE NO. 2024-39**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE SEVILLE VILLAGE ZONING CODE AND ZONING MAP.

**ORDINANCE NO. 2024-52**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, REGULATING TOBACCO AND VAPE STORES.1<sup>st</sup> Reading will be 09/09/24

**RESOLUTION NO. 2024-17**

A RESOLUTION IOF THE COUNCIL OF THE VILLAGE OF SEVILLE, OHIO ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") PROJECT REPORT, AND DECLARING AN EMERGENCY  
Passed 08/12/24

**Old Business:**

- **Community Block Grant Project report revision.**  
Previously passed through Resolution 2024-17. Mr. Sturgeon received notice from the planning office that it needed to be revised. He met with them and revised the report.
- **Discussion of Milsop property (Premier RV)**  
Mr. Frey sent Mr. Milsop a letter regarding some of the issues discussed. Mr. Milsop left Mr. Frey a voicemail which stated the fence will get done eventually but he is paying for a transformer right now. He was not aware the fence had to be finished by any certain time or what that has to do with the building. He says the vehicles are not being stored up front. They are being brought in to get work done and then moved around back.  
Mr. Sturgeon stated he personally spent time to help change the zoning ordinance so that Mr. Milsop would have a conditional use to put in the facility. Mr. Sturgeon listed dates of communication and what was agreed upon. They discussed the location and that it needed screening. The Conditional use permit was granted July 26<sup>th</sup> 2021. It specifically addresses there will be no more than 30 vehicles to be parked there and all vehicles must be stored within the building and to the rear of the building. On 9/27/21, the final site plan was approved with screening. Mr. Milsop agreed to all of these items. The Zoning inspector will declare each violation in writing. Mr. Sturgeon made a motion in pursuant to section 1307 of our zoning ordinance that Mr. Frey write Mr. Milsop a letter titled NOTICE OF VIOLATION stating all the specific violations including fencing, landscaping, sidewalk, no more than 30 vehicles to be parked in parking lot and no RV parking in the front. This will need to be completed with a deadline agreed upon. Anything beyond that deadline we will refer for prosecution. Mr. Sturgeon asked Mayor Carter and Mr. Frey to meet with Mr. Milsop to determine a reasonable deadline. Mr. Gilson seconded the motion. Upon Roll Call: YEAS: *Sturgeon, Carter, Gilson, Nehrenz, Stallard* NAYS: *None*. Motion passes.

**Privilege of the floor:** Mel Battig mentioned the Village took down an older house downtown they owned years ago and thought the Village took it down to make parking. The Mayor agreed they did want to make it parking there but was significant cost according to engineering.

Mayor Carter made a motion to adjourn, the motion was seconded and carried. The meeting adjourned at 8:10 p.m.

x   
Matt Sturgeon, Chair



August 16, 2024

Community Development Block Grant Project Report

Appendix to Village of Seville Zoning Ordinance

Mayor Carter, Seville Village Council Members, & Seville Village Zoning and Planning Committee,

On April 24, 2023, in regular meeting, the Zoning & Planning Committee of Seville Village, OH commissioned a seven-person sub-committee to complete a Community Development Block Grant (CDBG)-funded project of analyzing and updating The Village of Seville Zoning Ordinance Code Book and thereby identifying potential follow-on CDBG projects as a grant deliverable. The purpose of this report is to communicate those potential projects.

Sub-Committee Members: Barry Frey, Sue Frey, Matt Sturgeon, Kathy Stugmyer, Tom James, Greg Kaus & Jessica Brantner. Denny Gordon joined later.

This project was approved by the Medina County Commissioners to be funded by the Community Development Block Grant for Program (CDBG). This planning activity is required to meet the following six requirements.

1. Undertaken for an eligible CDBG activity.
2. Identify the community's low- and moderate-income or slum and blight needs.
3. Produce a tangible product for the Office of Community Development review.
4. Undertaken only for activities that, upon implementation, meet either low- and moderate-income or slum and blight national objectives.
5. Further the State of Ohio's investment objectives.
6. Product should be used to further develop and design future applications to meet local community and economic development needs.

The Village entered an agreement with Planning Contractor Susan Hirsch to lead the project. Ms. Hirsch led sub-committee meetings on January 6, 2024, February 3, 2024, February 29, 2024, March 21, 2024, April 2, 2024 (canceled due to weather), April 24, 2024, May 21, 2024, and July 17, 2024, (Mr. Sturgeon, Mr. Frey, and Ms. Hirsch only). Ms. Hirsch made frequent telephone and email communications on an as-needed basis with the sub-committee and zoning chairman.

Within the course of the project, the following potential CDBG projects for Seville Village, OH were identified:

- For mobility and accessibility, improved pedestrian access between areas of the Village north of I-76 & south of I-76 along the Route 3 corridor would be beneficial. As permitted by the mixed-use overlay districts, significant residential development has occurred north of Park Avenue West and I-76. There is presently no designated pedestrian route along the Route 3 corridor and across the I-76 overpass, limiting access to government and business services within and around the local commercial zoning district.

- For mobility and accessibility, improved pedestrian access in the downtown area may be beneficial including development of better pedestrian corridors and crosswalks along and across Route 3 and connecting downtown businesses and services to handicapped accessible parking. Additional public parking has recently been added to meet the parking demands of downtown activities.
- Demolition and clearance of village property located at 44 W. Main Street Seville, Ohio, and construction of handicapped accessible parking for the downtown area and sidewalk improvement in the area of Water Street and West Main Street.
- To ensure that future development & land use within the Village meets the requirements of our changing population, a comprehensive plan update is needed.
- Construction or rehabilitation to remove architectural barriers to handicapped accessible restrooms in all Village buildings including, but not limited to, Village Hall.
- Demolition and clearance of village property located at 26 Spring Street Seville, OH.
- Construction or rehabilitation to remove architectural barriers to handicapped accessible parking at Cy Hewit Park.
- Construction or rehabilitation to remove architectural barriers to sidewalks in proximity to group homes owned by the Society.
- Construction of a handicapped accessible playground at, but not limited, Cy Hewit Park.

Respectfully Submitted,



W. Matthew Sturgeon, Zoning & Planning Committee Chair