

City of Springboro
320 West Central Avenue, Springboro, Ohio 45066
Planning Commission Work Session
Wednesday, May 13, 2020, 6:00 p.m.

I. Call to Order

Chairperson Becky Iverson called the Springboro Planning Commission Work Session to order at 6:00 p.m. by video conference.

Present: Chris Pearson, Robert Dimmitt, John Sillies, Steven Harding, Becky Iverson and Becky Hartle.

Absent: Mark Davis

Staff: Dan Boron, City Planner; Elmer Dudas, Development Director; Chad Dixon, City Engineer; Ann Burns, Planning Commission Secretary.

II. Agenda Items

A. Planning & Zoning Code Text Amendment, amendment for combined work session/meetings.

Mr. Boron noted that this topic was previously discussed at the February 26th Planning Commission meeting at which time the Planning Commission expressed its support for one meeting per month. He explained that the current Planning and Zoning Code includes a number of references to work sessions as a preliminary step to the review of site plans that would need to be amended to accommodate the change.

Mr. Boron referred to pages 3 and 4 of this memorandum and reviewed the changes being proposed to Section 1284.04, Submission of a Site Plan, Section 1284.05, Site Plan Contents, and Section 1284.08, Site Plan Review Criteria.

Ms. Iverson clarified this would be voted on at the next meeting.

Mr. Boron replied yes.

Mr. Harding asked if this is something we have the authority to do, or is there any kind of public notice requirement.

Mr. Boron stated he was quite certain they had the authority, but would confirm.

Mr. Harding asked if the order of the meeting has been determined, weather to do the reviews first or the final approvals.

Mr. Boron noted that a simple item such as a record plan could possibly go straight to the regular meeting. He stated that the text changes were fairly straight forward and he would review them with the Clerk of Council and the City Attorney.

B. Planning & Zoning Code Text Amendment, amendment to food truck provisions.

Mr. Boron stated that staff is requesting amendments to the Planning & Zoning Code to revise the manner in which food trucks are regulated. He explained that staff is proposing to modify the definitions by adding a statement regarding freshly prepared and for immediate consumption. This will exclude sales out of refrigerated trucks that appeared in 2019.

Mr. Boron reviewed the changes proposed to Section 1264.41, Food Trucks, and Section 1290.02, Definitions, noting that the changes are indicated by bold and underline for new text, and strike-through for deleted text. He also noted an additional request to section (d) to allow food trucks on property owned by an HOA, such as a pool area, without setback restrictions.

Mr. Harding asked if there is a list that an HOA can reference to confirm the truck is approved, and who will regulate it.

Mr. Boron said he would look at that issue with the City Manager.

Mr. Pearson suggested that a person can request to see their permits and license. Mr. Boron will note this addition.

Mr. Boron noted that staff did check with other jurisdictions and this amendment is very similar to most others.

Ms. Iverson noted the food trucks are a definite trend that will likely continue to grow, so these are much needed amendments.

II. Guest Comments

There were no guest comments.

IV. Planning Commission and Staff Comments

Mr. Boron noted that the next meeting will be May 27, 2020.

V. Adjournment

Ms. Iverson adjourned the Wednesday, May 13, 2020 Planning Commission Work Session at 6:30 p.m.

Becky Iverson, Planning Commission Chairperson

Dan Boron, Planning Consultant

Ann Burns, Planning Commission Secretary