

City of Bellefontaine Neighbors
Planning & Zoning Meeting Minutes
October 10, 2022

The meeting was called to order by the Chair at 7:05 pm.

Present: Members Barrett, Borzymowski, Duhadway, Gordon, Lane, and White. City Engineer Klein. Absent: Mayor Pierson.

Chair proposed to amend the agenda to reflect the change of discussion under New Business for 9300 Lewis & Clark from 'informal' to 'formal.' The motion was made by Duhadway, seconded by Borzymowski. Motion passed unanimously.

Member Duhadway made a motion to approve the August 8, 2022 minutes. Seconded by Engineer Klein. The motion passed unanimously.

New Business

1200 Darr Drive, zoned C-1 Local Business District, ref. similar to Sec. 29-46(b)(3) Catering establishments. Conditional Use Permit for Tricia's Kitchen LLC, a convenient store with hot, cooked foods. Ms. Felicia McKinney, applicant

The Commission received Ms. McKinney's Letter of Intent. This business was previously owned by her mother-in-law, who is now deceased. It is the applicant's intention to continue the family's business. This business previously operated under the names of 'Kilcrease Snack Shop,' and then 'One Stop Snack Shop.' The proposed hours of operation are 7am-10pm, 7 days/week, but those times are negotiable. Previous hours of operation were 6am-6pm, 7 days/week under the Kilcream name, then 8am-8pm (summer) and 8am-5pm (winter), 7 days/week, under the One Stop Snack Shop name. There will be no special lighting or on-site advertising (flashing lights, "tube man" fan-powered advertising puppets, etc.) initially or in the future. There are no plans to have table & chairs inside or outside the facility and no plans to allow onsite food consumption.

There was discussion regarding the grey area of this business being classified as "catering" versus "convenience store." Further discussion pertained to whether or not a CUP is required. It was determined there was no known previous CUP. Additionally, the building structure will remain intact; there will be no structural remodeling. Members determined that a Conditional Use Permit is not required, therefore, there is no reason why this business cannot proceed as planned. The City will return Ms. McKinney's CUP application fee.

9300 Lewis & Clark, zoned C-1 Local Business District. Formal discussion about leasing space for a proposed childcare facility prior to formal Conditional Use Permit application per Sec. 29-96(1)(e). Ms. Erica Alexander, applicant.

The discussion began with Ms. Alexander sharing her vision of her proposed day care business. As the discussion progressed, it became clear that more information pertaining to the site is required before the Commission can provide any opinion or recommendation.

The City Engineer raised questions as to possible future plans the owner may have regarding the marketing of this property. The owner is requested to present to the City a professional site/development plan for this property, formally prepared. The plan must include boundaries, dimensions, and other pertinent information that would normally be included on this kind of document. The City will hold Ms. Alexander's application fee until such plans are made available.

Our next scheduled meeting is November 14, 2022.

Member White made a motion to adjourn the meeting. Seconded by Member Borzymowski. Motion passed unanimously. Chair adjourned the meeting at 8:45pm.

Respectfully submitted,

Wanda Lane
Secretary, Planning & Zoning Commission