



City of Pataskala Planning & Zoning Department
Scott Fulton, Director of Planning
Director of Planning's Report to Council

Current Projects & Issues

➤ **Planning and Zoning Commission:**

April 5, 2017 Hearing: The following application is scheduled to be heard at the April 5, 2017 Planning and Zoning Commission hearing:

- Application TCOD-17-001: Edwards Real Estate Group, LLC is requesting approval of a Transportation Corridor Overlay District application pursuant to Section 1259.07 of the Pataskala Code for the unimproved property on Broad Street (Parcel ID 063-15088200000).

➤ **Board of Zoning Appeals**

April 11, 2017 Hearing: The following applications are scheduled to be heard at the April 11, 2017 Board of Zoning Appeals hearing:

- Application CU-17-003: Diana LeFever is requesting a conditional use pursuant to Section 1245.04 of the Pataskala Code to allow the property to be used for residential purposes for the property located at 280 South Main Street.
- Application CU-17-004: PBM Wireless Services, LLC is requesting a conditional use pursuant to Section 1253.04 of the Pataskala Code to allow a cell tower to be constructed on the property located at 11346 Refugee Road.

➤ **Comprehensive Plan Update**

- The Planning and Zoning Department continues to work on updating the comprehensive plan by focusing, at this time, on sections of the plan that do not require public input (demographics, history, etc.)
- At the request of the Development Committee, the Planning and Zoning Department has prepared an outline for the next steps in the process to update the Comprehensive Plan. A copy of this outline is attached.

➤ **Subdivision Regulations**

- The Planning and Zoning Department continues to work in conjunction with the Public Service Director to update the Subdivision Regulations.

- **Digitization of Zoning Permits**
 - The Planning and Zoning Department continues to digitize all existing paper copies of zoning permits (2000 – 2015) for use in the City’s GIS system.
 - This process involves entering the information from the permit into a database, scanning the permit and hyperlinking the appropriate permit in the database. Following that the database for the permit year is uploaded to the GIS system.
 - Staff estimates there are at least 9000 permits that will need to be entered.

- **Office Clean-Up and Organization**
 - Staff continues a clean-up and organization project for the Planning and Zoning Department.
 - The clean-up and organization process has proved to be very helpful thus far as staff has been able to locate records, free up space and provide a system whereby important information can be easily located in the future.

- **Demolition Regulations**
 - The Planning and Zoning Department has prepared draft zoning regulations for demolitions.
 - While a demolition permit appears on the fee schedule there is currently nothing in the zoning code that addresses what the criteria for when a demolition permit is necessary, the requirements to ensure that a demolition is done properly, or a definition of demolition.
 - Staff will present the draft demolition regulations to the Planning and Zoning Commission informally before beginning the formal code amendment process.

- **Central Ohio Greenways**
 - Staff will be attending a Central Ohio Greenways meeting on March 30, 2017 in Granville.

- **Development Update**
 - To keep Council apprised of development activity of note within the City, the Planning and Zoning Department will provide an indicating the type of development, pertinent information and where the development is in the process.
 - At this point, the development update is a partial list and will be amended to include additional developments.



CITY OF PATASKALA PLANNING & ZONING DEPARTMENT

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COMPREHENSIVE PLAN UPDATE

April 3, 2017

What is a Comprehensive Plan?

A Comprehensive Plan is a locally enacted measure which officials use to base decisions concerning zoning and long range local development. It evaluates the state of the community by taking inventory of current demographics, infrastructure, services, and physical characteristics, as well as assessing the needs and concerns of its residents. The plan shows the general location and extent of present and proposed physical facilities housing, industrial and commercial uses, major streets, parks, schools, and other community facilities. The plan incorporates this information into a series of explicitly states goals, objectives and recommendations to be realized within a time frame, such as 10 years. The plan also includes a future land use map.

Pataskala Comprehensive Plan

The Pataskala Comprehensive Plan was adopted on September 18, 2006. The Plan contains the basic tenants of a comprehensive plan, including goals and objectives and a future land use map. The City of Pataskala approached both the Licking County Planning Commission (now known as the Licking County Development Department) and Ohio State University's Department of City and Regional Planning for assistance with the Plan. The Introduction section of the plan indicates that much of the information provided for the Plan was obtained from the Licking County Planning Commission. Furthermore, the Introduction section indicates that most of the Plan was researched and created by the students from Ohio State.

Existing Comprehensive Plan – Revise or Rewrite?

At the March 13, 2017 Development Committee meeting, the Planning and Zoning Department was asked to evaluate the existing Comprehensive Plan to determine what sections could be revised and what sections would need to be rewritten. While staff understands the intentions of the Development Committee in their request, staff does not feel comfortable speculating now as to what would need to be rewritten as opposed to what would need to be revised. First, there is a large gray area between the two terms that is open to interpretation. Furthermore, there is much that could change during the comprehensive planning process whereby sections could be added or removed. Staff does not want to lead Council astray at this point and would feel more comfortable commenting on the rewrite vs. revise aspect once the comprehensive planning process has begun.

The following are the sections of the existing Comprehensive Plan:

- Introduction
- Planning Area
- History

- Demographics
- Land Capabilities
- Infrastructure
- Community Services
- Economy
- Public Input
- Goals and Objectives
- Recommendations
- Appendix

Steering Committee

The following is a general description of a Steering Committee and their responsibilities:

- Usually comprised of 7 – 10 members
- Members typically are residents, business owners, property owners, members of the Planning and Zoning Commission, member of the Board of Zoning Appeals, or members of City Council.
- The Steering Committee’s responsibilities are:
 - Reviews community input and data
 - Works with city staff to develop the sections of the plan, goals and objectives, future land use map, etc.
 - Hold regular meetings to oversee the development of the plan.
 - Facilitate public meetings.
 - Serve as ambassador to the planning process.
- Before the Comprehensive Planning process can formally begin a Steering Committee needs to be formed.
- Staff recommends that the Steering Committee be comprised of seven (7) members. Each council person would select one person to the Steering Committee.

Comprehensive Plan Timeline

The Development Committee tasked the Planning and Zoning Department with developing a proposed timeline for completion of the Comprehensive Plan. At this point, it is difficult to create an exact timeline; however, staff has created a general outline as to how the comprehensive planning process would be implemented. Typically, comprehensive plans take approximately one (1) year to complete.

1. Form a Steering Committee.
2. The Steering Committee would meet with staff once a month
 - a. The first meetings would establish what a Comprehensive Plan is and begin the process of selecting questions for the online public survey.
 - b. While the survey is live, the next meetings would be completing the sections of the plan that do not require public input. Staff would distribute a section of the plan at one meeting for review and comment at the next meeting.
 - c. The next meetings would be reviewing the survey results to assist in formulation of the goals and objectives. Plan sections would continue to be distributed for review and comment. Arrangements would be made to hold the first public meeting.

- d. A public meeting would be held, facilitated by members of the Steering Committee, asking some general visioning questions and focusing on future land use.
 - e. Once all initial public input has been compiled, the next meetings would focus on establishment of the goals and objectives and the creation of the future land use map.
- 3. Public hearing to present proposed goals and objectives and future land use map.
- 4. Appropriate changes are made to the goals and objectives and future land use map based on public comment.
- 5. Complete plan is compiled and begins the public review and adoption process.

DEVELOPMENT UPDATE – April 3, 2017

Broadmoore Commons – Phase I	
Development Type: Subdivision	Number of Units: 54 units (single-family and two-family)
Location: 0 Broad Street (PID 063-140790-00.001)	Acreage: 29.815 acres
<p>The timeline for Broadmoore Commons – Phase I consists of eight chevron-shaped stages: Filed (Jan 8, 2016), BZA (N/A), Prelim. Plan (May 4, 2016), City Council (N/A), Engineering (Jan. 12, 2017), Final Plan (Jan. 4, 2017), Construction (Pending), and Complete. The first six stages are green, Construction is yellow, and Complete is red.</p>	

American Electric Power	
Development Type: Industrial	Number of Units: Warehouse and storage yard
Location: 4000 Etna Parkway	Acreage: 80 acres
<p>The timeline for American Electric Power consists of eight chevron-shaped stages: File, BZA (N/A), Prelim. Plan (Nov. 2, 2017), City Council (N/A), Engineering (Pending), Final Plan, Construction, and Complete. The first four stages are green, Engineering is yellow, and the final three are red.</p>	

Ravines at Hazelwood – Phase III	
Development Type: Subdivision	Number of Units: 40 units (single-family)
Location: 0 Pine Hills Drive	Acreage: 21.365 acres
<p>The timeline for Ravines at Hazelwood – Phase III consists of eight chevron-shaped stages: File, BZA (N/A), Prelim. Plan (Jan. 4, 2017), City Council (N/A), Engineering (Pending), Final Plan, Construction, and Complete. The first four stages are green, Engineering is yellow, and the final three are red.</p>	

Reserve at Hazelwood	
Development Type: Subdivision	Number of Units: 26 units (single-family)
Location: 0 Timber View Court	Acreage: 12.937 acres

Carrington Ridge – Phase II Amendment	
Development Type: Apartment Complex	Number of Units: 36 units (apartment)
Location: 7201 Hazelton-Etna Road	Acreage: 6.84 acres