

**Village of Chauncey**  
**Planning & Development Committee Meeting**  
**Meeting Minutes**  
**July 28, 2020**

**CALL TO ORDER** – July 28, 2020 at 5:38 via Zoom

**ROLL CALL**

Members Present: John Canter, Chair; Tammy Hawk; Larry Pierce

In Attendance: Amy Renner, Mayor; Chelsie McKee, Fiscal Officer; Chris Russell, Village Administrator

**NEW BUSINESS**

The Plains Zoning – Tammy gave an update on The Plains Zoning meeting. They discussed action of property clean-up and maintenance. The TWP trustees advised enforcement of external maintenance of properties for issue such as junk cars, etc.

Chauncey Zoning – A Planning Commission needs formed before council can vote on Zoning regulations. The Planning Commission needs to consist of 3 community members, the Mayor, and 1 council member.

The committee viewed Albany and The Plains zoning ordinances. After viewing these documents, several changes need to be made when adopting Chauncey zoning. (Going off from the Albany Zoning ordinance):

155.9 Establishment of Arterial Streets: Chauncey has 2.

155.11 Establish Zoning Map: Need to make sure we use the most updated version.

155.15 Procedures for Administration: Village Administrator will be the Zoning Administrator and will act when the Mayor is unavailable. Any issues go through the Planning Commission. John mentioned that in the future we may need a code inspector. Chris also stated that if the Village is able to hire a police marshal we would have legal enforcement. The Mayor would like to charge for permits towards administration fees.

155.16 Site Development Plan: The Mayor wants to make sure we have a provision in our zoning that states that property owners will need to inform the PC of any changes to their property; property lines, taps, map amendments.

155.25 General Regulations: Need to include that businesses (R-3) next to residents must install fences 6ft in height.

155.26 Excluded Residential Uses: Need to add our grass nuisance ordinance.

155.30 Purpose: Residents need to use Chauncey water and sewer facilities. Chris believes the Village already has an ordinance in place for private septic tanks within the Village.

155.34 General Regulations: Regulations state that commercial buildings must be built 40ft from residential structures. Seems like a big distance.

155.35 Restrictive Rules on Residential Buildings in a B-1 District: Provision about "No residential use on 1<sup>st</sup> floor B-1 zones" is too much oversight.

155.44 General Regulations: A must in Chauncey zoning.

155.50 Purpose: LLR designation

155.70 District Permitted Uses Table: Need to make sure that structures that are a hazard can't be grandfathered in and will need to comply to the zoning regulations.

155.73 Number of Buildings Restriction: Important article with the trail system providing growth. Tammy wants to know if this includes apartments above garages. John – with a garage being an existing structure it would only require a permit to construct an apartment. It would be a case-by-case basis though the PC.

155.75 Lot Coverage & Height Regulations: Need to make sure building height is included in Chauncey zoning. Don't need the section about historic district since we don't have one.

155.79 Traffic Visibility, Corner Lots: Need to check measurements but definitely need clearance to see around corners. Chris mentioned that there is a state code to stay so many feet back from a stop sign.

155.80 Minimum Floor Area: Square foot restrictions may be too much oversight. Need to discuss more before making decision.

155.85 Accessory Uses: May get rid of Garage/yard sale Ordinance. Make zoning regulation that garage/yard sales are not to exceed 3 days. Anything more will require a vendor license. Semi-trucks can't park for more than 24 hours. They damage roads.

155.86 Accessory Buildings: Accessory building limitations are too strict.

155.87 Mobile Homes: Need to compare to Village ordinance. Has to be in a trailer park.

155.88 Private Swimming Pools: Defer towards home insurance if needed at all.

155.93 Trailer, Trailer Coach, or Single-Wide Manufactured Home: Needs discussed with article 155.87.

155.102 Parking Space Dimensions: Apply to new constructions.

155.103 Keeping of Chickens: Need in Chauncey zoning.


The committee reviewed the zoning map completed by John. Village properties are outlined in black.

Need to require rental permits if we are not doing rental inspections.

**ADJOURNMENT** – Motion made by Tammy Hawk and seconded by Larry Pierce to adjourn the regular meeting at 7:18.

**APPROVED BY COUNCIL**

**RECORDED BY**

  
By Mayor Amy Renner      9/20/2020  
Date

  
Chelsie McKee, Fiscal Officer      8/18/2020  
Date