

**PRAIRIE TOWNSHIP ZONING COMMISSION  
MEETING MINUTES: JULY 24, 2018 – AS CORRECTED**

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**ATTENDANCE**

**Members Present:** Christopher Finn, Chairman; Melvin Jones, Vice-chairman;  
Hulda Moffitt, Secretary; Howard Balzer, Bruce Whyte

**Alternate Members Present:** Kevin Dye, Nancy Daniels

**Staff Present:** Connie Swisher, Zoning Inspector  
Alicia Armentrout, Zoning Specialist\*

**CALL TO ORDER**

Christopher Finn, Chairman, called the meeting of the Prairie Township Zoning Commission to order at 3pm on Tuesday, July 24, 2018, at the Township Hall, 23 Maple Drive, Columbus, Ohio 43228.

Mr. Finn asked Nancy Daniels to join the other members at the conference table because Mr. Whyte had not arrived by the time the meeting was called to order.

**MEETING MINUTES**

Mr. Finn asked for a motion to approve or correct the minutes for the May 22, 2018, Prairie Township Zoning Commission meeting. (There was no meeting in June.)

Mr. Balzer made a motion to approve the May 22, 2018, meeting minutes as written; motion seconded by Mr. Jones.

Roll call as follows:

1. Howard Balzer    Aye
2. Nancy Daniels    Aye
3. Hulda Moffitt    Aye
4. Melvin Jones    Aye
5. Christopher Finn    Aye

**OLD BUSINESS**

None

**NEW BUSINESS**Article 18: West Broad Street Corridor Overlay District  
Zoning Text Amendments

Ms. Swisher said that an item of new business had been added to the agenda since it was printed.

She explained that application of the new Corridor Overlay District regulations to recent zoning reviews, which had not gone smoothly, had brought forth valid arguments from applicants that there is a conflict between text in Section 1801, 4b and text in Section 1801, 5a and 6a. Also, in the interest of clarity, additional definitions should be included in Section 1802.

**Text Amendment Procedure**

In anticipation of further changes, Ms. Swisher said that she will be submitting to the Zoning Commission recommended text amendments, as information only, as they occur over time. The list of information only text amendments will require no action. The objective is to present a package that includes all the text amendments to Article 18 that will require the Board's action, probably sometime next year.

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**Section 1801, 4b (page 196) states:**

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*Existing structures and sites that do not wholly or partially meet the requirements of the Corridor Overlay District shall not be modified in a manner which brings them further from conformity with these overlay standards.*

ARGUMENT: The text "brings them further from conformity with these overlay standards" conflicts with Section 1801, 5a and 6a.

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**Section 1801, 5a (page 196) states:**

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*Minor Building Modification: Retrofits or conversion of existing structures that involve an enlargement or alteration of an existing building by less than or equal to five thousand (5,000) square feet or ten percent (10%) of the gross floor area, whichever is less, are not required to meet the additional standards of the Corridor Overlay District.*

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**Section 1801, 6a (pages 197-198) states:**

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*Minor Site Modifications. Upgrades or alteration of existing parking areas, landscape areas, service areas, freestanding signs or other accessories to the site affecting less than ten percent (10%) of the gross site area shall not be required to meet the additional standards of the Corridor Overlay District.*

ARGUMENT: "Minor" building modifications and "minor" site modifications, "less than 10%" are exempted from the overlay standards in Section 1801, 4b.

**Recommended Text Amendment**

Add to Section 1801, 4b: *Except as stated in 1801, 5a and 6a.*

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Section 1802, Definitions (pages 200-202)

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ACTION: Add definitions to Article 18 that were not included in the original adoption of the Overlay District.

**Recommended Definitions**

*Awning Sign:* An awning or canopy with individual channel letters (size, height to be determined) . . . .

*Wall Mounted Sign:* Individual channel letters (size, height to tbd) attached on a sign band . . . .

The definitions above are related to Section 1809, Signs, and are meant to clarify the numbered labeling on Figure 17: Appropriate Sign Examples (page 214).

**ANNOUNCEMENTS**

Next Meeting

Mr. Finn stated that the next meeting of the Prairie Township Zoning Commission will be Tuesday, August 28, 2018, at 3pm.

**ADJOURNMENT**

There being no further business before the Prairie Township Zoning Commission, Mr. Finn adjourned the meeting at 3:45pm.

Respectfully submitted,  
Hulda Moffitt, Secretary

\*Staff member's name omitted from original version of meeting minute.