

# *Village of* **Waynesville**

## **PLANNING COMMISSION AGENDA**

**Tuesday, August 13, 2024 – 7:00 pm**  
**1400 Lytle Road**

- I. Call to Order
- II. Roll Call
- III. Disposition of Minutes of Previous Meetings
  - Minutes of July 23, 2024
- IV. Old Business
  - Proposed Zoning Code regarding solar panels
- V. New Business
- VI. Next Planning Commission Meeting
- VII. Adjourn

## Village of Waynesville

Planning Commission Meeting Minutes July 23, 2024, 7:00 p.m.

Pledge of Allegiance

Roll Call: Chad Bridgman; Sara Mills Klein; Joette Dedden; Zack Gallagher; Robert Bowen; Mike Logan; Travis Hatmaker

Absent: No absences (Ms. Dedden has retired, her name will)

Motion to approve minutes from the last two Commission meetings – Gallagher seconded Hatmaker. Then discussion of separating into two motions due to a commission members absence. Motion and second and rescission

As the April 23, 2024, meeting minutes - Gallagher made the motions and Bowen seconded - 6 yeas.

As to the June 11, 2024, meeting minutes – Logan made the motion and Hatmaker and seconded– 6 yeas.

Motion to table old business and begin with new business first. Motion made by Mike Logan; Bob Bowen seconded – 6 yeas.

Chris Hice 4502 Lytle Road – Waynes Township – Lot tie in the legal descriptions for the Mary Cook Library.

Mr. Hice confirmed that he has been working with the Chief on the project. The plan is to tie the residential lot to the Library lot and merge the lots into one lot. Just looking at the merging of the lots. Outside of here to review of the plans. Lot has already purchased.

Chairman Bridgman covered two pieces of the overall the process 1) lot tie and 2) later plan approval. Tonight, all that is before the Commission is the lot tie/merger.

Based on experience it does take Planning Commission a long-time to get a concept drawing so Commission found early presentation of plans helpful. Commission did take some time to discuss and review the overall concept plan. Such as:

- Zones for various activities including splash pad.
- No lighting at the pickle ball lights.
- Solid evergreen screening along the residential areas.
- Concerns about parking: such as parking on Old Stage concerns; right now, 14 spaces, 2 ADA in the current plans; possible consider not allowing parking on both sides of the street. Items to discuss in the future when plans are before commission for approval.
- Discussion on locks on restroom discussed - winterization.
- Suggestions/discussion of renting covered shelters to offset cost of maintenance.

After discussion of Motion to approve merging the lots. Parcel #0501406044 (approximate 2.8485) with 0501406026 (1.173 acres) per the plat attached to the agenda. Motion made by Chad Bridgman, second by Mike Logan – 6 yeas.

New Business was completed, Commission turned attention to Old Business.

Solar energy systems ordinance. Review of changes and process of how changes are made. Discussion of all the changes made from the last meeting and discussion of the “visible” language and other revisions.

Chris Palser citizen comment of 771 Roiston Waynesville raised the concern that “one such system” in 153.295 is somewhat limiting. Asked if we would ask to take a look at it and maybe allow more than one. Commission discussed the issue. Revisions to these sections discussed as well as impact on parapets.

Discussion of next meeting date. It was decided, the Commission would meet on August 13, 2024, at 7:00 pm. Motion and second to adjourn the meeting at 8:09 p.m.

**Note: This Strikethrough Version reflects changes discussed and agreed upon by Planning Commission at the June 11, 2024, and July 23, 2024, meetings (changes accepted). Only Sections 153.295 sections A and D were modified between the June 11, 2024, at the July 23,2024, meetings and are shown as strikethrough and bold for ease of review.**

#### **153.290 PURPOSE.**

This section is intended to establish regulations to balance the need for clean and renewable energy sources and the need to protect the public health, safety and welfare of the community and to ensure that solar energy systems are appropriately designed, installed and maintained within the Village of Waynesville. This section establishes the design and development standards that allow solar energy systems to be located in the community on structures and property.

#### **153.291 GENERAL DESIGN AND DEVELOPMENT STANDARDS FOR ALL SOLAR ENERGY SYSTEMS.**

The following standards shall apply for all solar energy systems:

- (A) Solar energy systems shall be located in the least visibly obtrusive location where they would be functional.
- (B) Non-reflective coating shall be used to minimize glare.
- (C) Panels and associated mounting hardware shall be uniform in appearance and color.
- (D) All installations will have a durable permanent sign warning of electric shock and identifying the manufacturer and installer with contact information for both but shall not include any off-premise advertising or any advertising for businesses or other activities located on the premises. The total area of such signs shall not exceed 2 square feet nor exceed a height of 5 feet.

#### **153.292 DESIGN AND DEVELOPMENT STANDARDS FOR GROUND- MOUNTED SOLAR ENERGY SYSTEMS.**

The following design and development standards shall apply for all ground-mounted solar energy systems:

- (A) Ground-mounted solar energy systems shall conform to the accessory structure standards of the zoning district in which they are installed including (1) maximum height and (2) installation in side or rear yards only. Ground-mounted solar energy systems are prohibited in front yards.
- (B) In addition, all ground-mounted solar energy system may not cover more than 25 percent of the side or rear yard in which they are installed.
- (C) Ground-mounted solar systems shall be screened by means of fences, walls or landscaping.
- (D) Ground-mounted solar energy systems shall be installed in a manner to prevent the negative impact of glare or reflection onto neighboring properties or rights-of-way.
- (E) The solar installations shall not exceed zoning district height restrictions, and shall not produce glare for adjacent properties or the right-of-way.

**153.293 DESIGN AND DEVELOPMENT STANDARDS FOR BUILDING- MOUNTED SOLAR ENERGY SYSTEMS.**

The following design and development standards shall apply for building-mounted solar energy systems:

- (A) Roof-mounted solar energy systems shall be installed on the same plane of the roof material or shall be made a part of the roof design (flush mounted).
- (B) Roof-mounted solar energy systems shall not extend above the ridgeline of the roof to which they are attached and they may not extend below the roof line.
- (C) Panels and mounting brackets for roof-mounted solar energy systems shall not extend more than 8 inches above the roof surface and shall be covered in a manner architecturally compatible with the building to which is attached to minimize visibility from the right-of-way or adjoining properties.
- (D) All building-mounted solar energy systems shall be installed as follows:
  - (1) No building-mounted solar energy systems may face the front property line. This restriction shall apply to corner lots as well.
  - (2) Installations on the non-front property line side are permitted so long as they meet the following standards in order of preference:
    - a. First, are installed in a rectangular arrangement. If not possible, proceed to the next installment preference.
    - b. Second, are installed to fill the roof plan. If not possible, proceed to the next installment preference.
    - c. Third, are installed in a symmetrical arrangement. If not possible, proceed to the next installment preference.
    - d. Fourth, are installed in a single geometric arrangement. If not possible, proceed to the next installment preference.
- (E) Wiring and other appurtenances associated with roof-mounted solar energy systems shall be installed in a manner not visible from the right-of-way.
- (F) Prior to submission of an application for a permit to install solar panels under Section 153.294, the applicant shall provide the intended layout of the solar panels to the Director of Planning to determine the appropriate installation configuration under division (D) of this section.

**153.294 APPROVALS AND SUBMISSION REQUIREMENTS.**

The submission of an application for a permit shall be required for the placement of any solar energy system shall be submitted to the Director of Planning or their designee. The owner of the property on which the system is to be installed shall complete an application that includes a scaled site plan of the proposed solar energy system location(s); scale drawings indicating the size of the system components, a written description of the proposed system; materials and color; specification sheets; building elevations; and proposed screening information.

**153.295 OTHER PROVISIONS.**

~~(A) Solar energy systems, that are obsolete, , and damaged, or abandoned shall be deemed a nuisance and shall be removed or repaired within 3 months.~~

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(B) The repair of solar energy systems installed and operating at the time of the adoption of this ordinance are exempt from these provisions provided there is no expansion of the area covered by the solar energy system.

(C) Solar energy systems mounted on a flat roof are exempt from the proposed review process solar energy systems installed on flat roofs (1) where the installation does not extend more than 5 feet above the roof and is not visible from the right-of-way or adjacent properties, (2) the installation does not exceed zoning district height restrictions, and (3) the installation does not produce glare for adjacent properties or the right-of-way.

~~(D) Solar energy systems having a surface area of 2 square feet or less that are attached to a light fixture or similar appurtenance to provide electrical power to said fixture or appurtenance are exempt from these provisions. No more than 1 such system may be located on a lot. Landscaping and ornamental lighting powered by such systems is exempt from this limitation.~~ **Solar energy installations with a surface area of two (2) square feet or smaller, that are connected to a light fixture or similar accessory to supply electrical power to the fixture or accessory, are excluded from these provisions (for example, landscaping; decorative lighting; security camera; etc.).**

(E) All solar installations shall not exceed zoning district height restrictions, and shall not produce glare for adjacent properties or the right-of-way.

(F) Solar Installations cannot cause material physical damage and. or unsafe, condition to abutting, adjacent property and/or property in close to the location.

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