

**MINUTES OF THE REGULAR MEETING OF THE EATON PLANNING, ZONING  
AND BUILDING BOARD OF THE CITY OF EATON, OH, HELD IN COUNCIL  
CHAMBERS OF THE MUNICIPAL BUILDING AT 6:00 P.M., ON TUESDAY  
JANUARY 14, 2025**

The Eaton Planning, Zoning and Building Board met in regular session in Council Chambers on Tuesday, January 14, 2025, at 6:00 p.m.

The roll was called and the following were found to be:

Present:	Dave Daily
	Tim Lane
	Manfred Treitmaier
	Paul Schaeffer
	Mayor Venable
	Gary Wagner
Absent:	John Ott

Also in attendance was Joe Ferriell, Assistant City Manager and Ryan Brunk, Law Director.

**REORGANIZATION OF THE BOARD**

Mr. Wagner moved to nominate, close nominations and elect Tim Lane as the Chairman of the Eaton Planning, Zoning and Building Board for a one-year term ending December 31, 2025. Mr. Daily seconded the motion which passed as follows:

Ayes: Daily, Lane, Schaeffer, Treitmaier, Venable, Wagner (6)  
Nays: None (0)

Chairman Lane moved to nominate, close nominations and elect Gary Wagner as Vice Chairman of the Eaton Planning, Zoning and Building Board for a one-year term ending December 31, 2025. Mr. Schaeffer seconded the motion which passed as follows:

Ayes: Daily, Lane, Schaeffer, Treitmaier, Venable, Wagner (6)  
Nays: None (0)

**MINUTES**

Mr. Schaeffer moved to approve the minutes from the December 10, 2024 meeting. Mr. Daily seconded the motion which passed as follows:

Ayes: Daily, Lane, Schaeffer, Treitmaier, Wagner (5)  
Nays: None (0)  
Abstain: Venable (1)

**OATH TO THE AUDIENCE**

The Secretary administered the Oath to the members of the audience who wished to address the Board.

**MJSP-25-01**

**MAJOR SITE PLAN APPLICATION – GILLIGAN COMPANY, LARRY HARRIS DIRECTOR OF REAL ESTATE – 1107 NORTH BARRON STREET, PT OUTLOT 25, EATON, OH – DUNKIN RESTAURANT AND DRIVE THRU**

At this time, Chairman Lane opened the Public Hearing. Larry Harris and Kara Burkhardt of Gilligan Company were present to represent the Application. The current zoning of the listed property is C-1, General Commercial District. Ms. Burkhardt explained that they plan to remove the existing building and replace it with a new building to accommodate eat-in and drive-thru business. The Drive-Thru will be approximately 70% of the business. The interior will have seating for 22 patrons. They have added five additional parking spaces to the original plan, making it a total of 20 parking spaces. The Public Hearing was closed at this time.

Mr. Ferriell advised that City Staff has no issues with the Application and recommends that the Board make a motion for approval on the Application.

The Board was concerned with the exit of vehicles from the lot to the street. It was determined that the Applicant will provide left and right turn arrows and striping for exiting the lot.

Mayor Venable moved for the approval of MJSP-25-01, as presented with the Applicant providing left and right arrows and striping for exiting the lot. Mr. Schaeffer seconded the motion which passed as follows:

Ayes: Daily, Lane, Schaeffer, Treitmaier, Venable, Wagner (6)

Nays: None (0)

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURN**

Mr. Wagner moved to adjourn. Mayor Venable seconded the motion which passed as follows:

Ayes: Daily, Lane, Schaeffer, Treitmaier, Venable, Wagner (6)

Nays: None (0)

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SS Amy C. Napier, Secretary

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SS Tim Lane, Chairman