

## **MINUTES**

**February 2, 2016**

The minutes of the Fairfield County Regional Planning Commission meeting held at the Fairfield County Courthouse, Commissioners' Hearing Room, 210 East Main Street, Lancaster, Ohio.

Presiding: Kent Huston, President

Present: Betsy Alt, Zack DeLeon, Tammy Drobina, Todd Edwards, Rachel Elsea, Jim Hochradel, Doug Ingram, Dean LaRue, Harry Myers, Larry Neeley, Jerry Rainey, Jason Smith, Mary Snider, John Snook, Phil Stringer, Ira Weiss, Jeffrey White, Kevin Yeamans, Bill Yapple, Carri Brown (County Administrator), Rick Szabrak (Economic Development Director), Jeremiah Upp (County Engineer), Holly Mattei (Executive Director), James Mako (Senior Planner), and Gail Beck (Adm. Asst).

### **ITEM 1. MINUTES**

The Minutes of the January 5, 2016 Fairfield County Regional Planning Commission meeting were presented for approval. Ira Weiss made a motion for approval of the minutes. Todd Edwards seconded the motion. Motion passed.

### **ITEM 2. PRESIDENT'S REPORT**

Kent Huston welcomed everyone to the meeting. Kent introduced new RPC members Kevin Yeamans, representing Greenfield Township, and Betsy Alt, representing Liberty Township.

### **ITEM 3. PRESENTATION**

James Mako gave an update on the status of the CDBG Program and a Fair Housing Presentation.

Holly Mattei presented the following report:

### **ITEM 4. SUBDIVISION ACTIVITIES**

**ITEM 4a. SUBDIVISION:** Toll Gate School – Supplemental Easement Plat

**DEVELOPER/OWNER:** M/I Homes

**ENGINEER/SURVEYOR:** Watcon Engineering

**LOCATION AND DESCRIPTION:** The proposed Heron Crossing subdivision is located on the north side of Refugee Road in Violet Township, Section 25, Township 16, Range 20. Phase 1 includes 48 lots on 39.81 acres. The developer plans to obtain easements along the School's property for the extension of a sewer line and drainage purposes for the construction of Phase 1. The applicant is proposing a .54 acre sanitary sewer easement as well as a 1.33 acre drainage easement. The Toll Gate School plat was recorded on January 22, 2010.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATION:** The Subdivision Regulations Committee recommends approval of the Toll Gate School Supplemental Easement Plat, subject to the following conditions:

1. In the last paragraph of the Drainage Easement text it should read "is hereby granted to the Board of Fairfield County Commissioners". Also, the plat currently includes language requiring the maintenance of the improvements within the drainage easements to fall back onto the property owner, which is the school district. When the Heron Crossing Section 1 plat and Heron Crossing Drainage Maintenance District are prepared, they need to be clear that these off-site easements need to be a part of the drainage maintenance district for Heron Crossing.
2. The notary signature should indicate County of Fairfield rather than County of Delaware.
3. A north arrow and scale bar must be placed on page 2.
4. Fairfield County Commissioners, Auditor, and Recorder should have their respective names placed below their signature lines similar to those agency signatures above.
5. Normally, a re-plat incurs a \$3,000 fee. However, since this replat is required for the development of Heron Crossing, the Subdivision Regulations Committee recommends that the \$3,000 fee be waived since the developer is already paying the fee for the Heron Crossing plat.
6. The replat shall be revised to address the comments from the Technical Review Committee, the Fairfield County Engineer's office, the Fairfield County Utilities Department, the Fairfield Soil and Water Conservation District, the Fairfield Department of Health, Fairfield County GIS Department, and Violet Township Zoning.

A motion was made by Phil Stringer to approve the Subdivision Regulations Committee recommendation. Bill Yapple seconded the motion. Discussion followed regarding a drainage maintenance district and the connection that will allow traffic to move and for emergency access. After discussion, a vote was taken and the motion passed with Harry Myers abstaining.

Holly Mattei presented the following report:

**ITEM 5. STATUS REPORT ON THE PROCESS TO UPDATE THE FAIRFIELD COUNTY DEVELOPMENT STRATEGY AND LAND USE PLAN**

Holly Mattei gave a presentation on the process for updating the 2002 Development Strategy and Land Use Plan. She also provided information on the creation of the Rural Transportation Planning Organization that will be creating the transportation plan for Fairfield County. This transportation plan will be incorporated into the overall comprehensive plan. Ms. Mattei asked the cities, villages and townships to recommend a representative by March 1, 2016 to be a part of a stakeholder committee that will be guiding these plans.

**ITEM 6. BUILDING DEPARTMENT APPLICATIONS UNDER REVIEW FOR BUILDING PERMITS**

RPC staff presented a list of building permit applications under review.

Holly Mattei presented the following bills for payment:

**ITEM 7. BILLS**

561000	SUPPLIES	\$ 55.68
530005	CONTRACT SERVICES – OTHER	\$ 643.50
543000	REPAIR AND MAINTENANCE	\$ 89.98
558000	TRAVEL & EXPENSES	\$ 233.01
	TOTAL	\$ 1,022.17

A motion was made by Doug Ingram to approve the bills for payment. Ira Weiss seconded the motion. Motion passed.

**ITEM 8. OTHER BUSINESS**

Holly Mattei stated that the Fairfield Career Center has filed legal action against the Commissioners and the RPC.

There being no further business, a motion was made to adjourn the meeting by Todd Edwards and seconded by Zack DeLeon. Motion passed.

Minutes Approved By:

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Kent Huston, President

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Mary K. Snider, Secretary