

## **MINUTES**

**September 2, 2014**

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: Donna Abram, Joel Denny, Tammy Drobina, Todd Edwards, Gail Ellinger, Ivan Ety, Jim Hochradel, Christian Hoffman, Larry Joos, Harry Myers, Jerry Rainey, Peter Rockwood, Dan Singer, Jason Smith, Mary Snider, John Snook, Ira Weiss, Dave Levacy (County Commissioner), Carri Brown (County Administrator), Bob Clark (County Economic Development Director), Holly Mattei (RPC Director), James Mako (Senior Planner), and Gail Beck (Adm. Asst).

### **ITEM 1. MINUTES**

The Minutes of the August 5, 2014 Fairfield County Regional Planning Commission meeting were presented for approval. Doug Hockman 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. Jerry Rainey was introduced as a new RPC member representing Education.

### **ITEM 3. PRESENTATION**

Holly Mattei gave a presentation on recent grant awards for the Village of Carroll and the Fairfield County Land Reutilization Corporation (Land Bank). Carri Brown talked about how a Land Bank works.

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

Holly Mattei presented the following report:

**ITEM 4a. SUBDIVISION:** Meadowmoore – Preliminary Plan – Extension Request

**OWNER/DEVELOPER:** Donley, Inc., c/o John Donley

**ENGINEER/SURVEYOR:** EMH&T, c/o of Richard Hisrich

**LOCATION AND DESCRIPTION:** The Meadowmoore subdivision is located at the southeast corner of SR 204 and Milnor Road in Section 22, Township 16, Range 20 of Violet Township. The preliminary plan for 205 residential lots on approximately 138 acres was approved by the Regional Planning Commission on August 7, 2001. Preliminary plan approval has been extended through August 7, 2014. The developer is now requesting a one-year extension that would take preliminary plan approval through August 7, 2015. The applicable filing fee for the extension has been paid.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATION:** The Subdivision Regulations Committee recommends approval of the one-year extension for the Meadowmoore Preliminary Plan approval. This extension would take preliminary plan approval through August 7, 2015.

A motion was made by Ira Weiss to approve the Subdivision Regulations Committee recommendation. Jim Hochradel seconded the motion. Motion passed with Harry Myers abstaining.

Holly Mattei presented the following report:

**ITEM 4b. SUBDIVISION:** Winding Creek – Section 5, Part 2 – Final Plat Extension Request

**DEVELOPER/OWNER:** Bob Deter

**ENGINEER/SURVEYOR:** EMH&T, c/o Ed Miller

**LOCATION AND DESCRIPTION:** The Winding Creek Subdivision is located in Section 27, Township 16, Range 20 of Violet Township. A preliminary plan for 269 lots was approved by the Regional Planning Commission in January 1996. Centralized water and sewer are provided by the Fairfield County Utilities Department. The Regional Planning Commission conditionally approved the Winding Creek Section 5, Parts 1 and 2 Final Plats on November 4, 2003. The Section 5, Part 1 Final Plat has been recorded. Final Acceptance of the public improvements for Section 5, Part 1 was recently granted by the Fairfield County Board of Commissioners.

The Final Plat approval for the Section 5, Part 2 plat has been extended by the Commission to September 2, 2014. The developer is requesting another 180-day extension, which would take Final Plat approval through March 2, 2015. The necessary filing fee has been paid.

SUBDIVISION: Winding Creek – Section 5, Part 2 – Final Plat Extension Request – Continued

The originally approved Section 5, Part 2 plat included 32 lots. On October 7, 2008, the Regional Planning Commission approved the Section 5, Part 1A Final Plat for lots 209 and 217, which were originally a part of the Section 5, Part 2 plat. Therefore, the Section 5, Part 2 plat will include only 30 lots.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATION:** The Subdivision Regulations Committee recommends approval of the 180-day extension of the Winding Creek Section 5, Part 2 Final Plat, subject to the following conditions:

1. The applicant shall verify the location of utilities installed on this site during the construction of Section 5, Part 1. The verification of utilities must take place prior to commencing construction of the public improvements for Section 5, Part 2.
2. The construction drawings shall be revised to accommodate for post construction water quality required by OEPA as part of the NPDES permit that the site will have to obtain before construction can commence on Section 5, Part 2. In addition, the OEPA may require water quantity requirements to be met, which could result in the loss of additional lots to accommodate water retention facilities and would require a revised plat to be submitted.
3. The final plat extension shall expire on March 2, 2015.

A motion was made by Donna Abram to approve the Subdivision Regulations Committee recommendation. Pete Rockwood seconded the motion. Motion passed with Harry Myers abstaining.

Holly Mattei presented the following report:

**ITEM 4c. SUBDIVISION:** Variance to Sections 2.3 (Frontage Requirements) and 2.4 (Minimum Lot Size Requirements) – Minor Subdivision – Custer’s Point Road – Walnut Township

**DEVELOPER/OWNER:** Crescent Cove, LLC.  
Richard Reinhorn

**ENGINEER/SURVEYOR:** N/A

**LOCATION AND DESCRIPTION:** This is a requested variance to allow a minor subdivision on the west side of Custer’s Point Road in Walnut Township, Section 24, Township 17, Range 18. Section 2.3 requires 125 feet of road frontage. The applicant is proposing 100 feet of frontage. Central sewers will be provided, but there are no central water services in the area. An on-site well is proposed.

**SUBDIVISION:** Variance to Sections 2.3 (Frontage Requirements) and 2.4 (Minimum Lot Size Requirements) – Minor Subdivision – Custer’s Point Road – Walnut Township – Continued

Section 2.4 requires a minimum of 30,000 square feet of area or as required by the Health Department, whichever is greater. The applicant is proposing 20,000 square feet.

Please note the lots within the adjacent Crescent Cove Subdivision are of similar size as proposed with this variance (approximately 100X200). This development was platted under the major subdivision regulations, which allow for 100 feet of frontage and a minimum of 20,000 square feet, when central sewers are provided without central water.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATION:** The Subdivision Regulations Committee recommends approval of the proposed variance, subject to the following conditions:

1. There was some concern that the proposed lot split will inhibit the access point from extending from Crescent Cove Ave. to Custer’s Point Road. After review at the TRC meeting it was determined that there are several possibilities for future connection to Custer’s Point Road. An area to extend Crescent Cove Ave to Custer’s Point Road must be maintained.
2. The proposed lot split must comply with Walnut Township zoning. Walnut Township currently has this area zoned as a business classification. The applicant intends to pursue a rezoning to a residential zoning classification for this proposed lot split. The proposed lot split may not be approved by RPC staff until such time the Walnut Township Zoning Inspector indicates the proper zoning has been approved and is in effect.

A motion was made by Harry Myers to approve the Subdivision Regulations Committee recommendation. Larry Joos seconded the motion. Rick Reinhorn, Developer, stated that he has spoken with Terry Horn with Walnut Township and is in the process of going through the rezoning. After discussion, a vote was taken and the motion passed.

Holly Mattei presented the following report:

**ITEM 4d. SUBDIVISION:** Storage One/Springcreek Business Complex – Final Plat and Variance Request

**OWNER/DEVELOPER:** Sybil Heim (Owner)  
Storage One (Developer)

**ENGINEER:** Robert A. Beiter

**LOCATION AND DESCRIPTION:** This 10-acre proposed development is located at the southeast corner of Refugee and Milnor Roads in Violet Township, Township 15, Range 20, Section 3. Access is proposed from Spring Creek Drive. Water and sanitary sewer services are

SUBDIVISION: Storage One/Springcreek Business Complex – Final Plat and Variance Request – Continued

proposed from the County Utilities Department. Storage buildings and a retail building are proposed.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATIONS:**

1. During the Subdivision Regulations Committee meeting, it was determined that a variance to Section 5.6.2 is needed. This section requires 4 permanent monuments to be set in the field. Since this is a one lot subdivision, it was determined that 4 monuments are not necessary. The Subdivision Regulations Committee recommends approval of the variance to Section 5.6.2 to allow the number of monuments to be set as shown on the final plat, subject to the following conditions:
  - a. The applicant must submit the required application and submittal fee.
2. The Subdivision Regulations Committee recommends approval of the Storage One/Springcreek Business Complex Final Plat, subject to the following conditions:
  - a. That the emergency access point may be utilized for a temporary construction entrance, because it removes construction traffic from Spring Creek Drive. The temporary construction entrance needs to be shown on the construction drawings and it needs to have adequate radius and width. The language on the plat needs to be clear that this access is ONLY TEMPORARY FOR CONSTRUCTION PURPOSES and will expire upon the completion of the site improvements and storage units.

Please note that the construction of permanent buildings cannot commence until the plat is recorded, unless a variance is granted by the RPC.
  - b. Curb ramps will be required at the southeast corner of Milnor and Refugee Road.
  - c. The Engineer’s signature block should be revised to state the “plat is hereby approved as of \_\_\_\_\_, 2014.” This change is needed, because there are no public roads being constructed with this subdivision.
  - d. The Sanitary Engineer’s signature block needs to be revised to state that the sewer and water lines are not accepted until inspected and approved (see Page 76 of the Subdivision Regulations for the correct language).
  - e. On the description of the No-Vehicular Access Easement, add the word “portions” in front of Milnor and Spring Creek Drive.
  - f. Add the attached language (starting with “owner and owners...”) between the first and second paragraphs of the drainage basin language.
  - g. The proposed plans show a 60-foot right-of-way dedication. Only 50 feet is required.

SUBDIVISION: Storage One/Springcreek Business Complex – Final Plat and Variance Request – Continued

- h. The applicant shall be required to comply with the requirements of the Technical Review Committee, the Fairfield County Engineer's Office, the Fairfield County Utilities Office, the Fairfield Soil and Water Conservation District, the Fairfield County GIS Department, the City of Pickerington (only in regards to access to Spring Creek Drive), and Violet Township Zoning.
- i. The applicant shall execute the required development agreement with the county, furnish construction assurances, pay all required recreation fees, and pay the required inspection fee deposit.

Note: Please note that once the plat is recorded with one lot, then any further splits will require a re-plat to be submitted and approved by the RPC at one of its monthly meetings.

A motion was made by Ira Weiss to approve the Subdivision Regulations Committee recommendation on the variance request. Doug Hockman seconded the motion. Motion passed with Dave Levacy and Harry Myers abstaining. A motion was made by Tammy Drobina to approve the Subdivision Regulations Committee recommendation on the Final Plat. Jason Smith seconded the motion. Jim Johnson, representing the Developer, stated that he thinks they have everything done and hopefully things will move forward. After discussion, a vote was taken and the motion passed with Dave Levacy and Harry Myers abstaining.

**ITEM 5. PROPOSED ZONING MAP AMENDMENT**

James Mako presented the following report:

**ITEM 5a. APPLICANT:** William C. Roark

**LOCATION & DESCRIPTION:** The property proposed to be rezoned is located at 8691 Royalton Road in the Royalton Original Town Subdivision (parcel # 0010038300). The property is .3439 acres in size.

**EXISTING ZONING:** The property on Royalton Road SW is zoned R-2 (Multifamily Dwellings). The R-2 District is established to provide multifamily development of densities not to exceed twelve dwellings units per gross acre. The development primarily comprises of townhouses and garden-type apartments and in groupings that will provide for the efficient development and utilization of community services and facilities. Central sewer and water are required.

**EXISTING LAND USE:** Vacant Residential

ITEM 5a. APPLICANT: William C. Roark – Continued

**PROPOSED REZONING:** B-1 (General Business District) The B-1 District is established to provide areas for a diverse range of commercial and business activity within Amanda Township, while controlling the adverse impacts of this development on nearby residential uses. Permitted uses within the GB District shall operate: Primarily within enclosed structures, except for signs; With minimal adverse environmental and/or economic impact on adjacent properties; Substantially free from noise, odor, dust, smoke, light, glare or vibration at levels in excess of the average level on adjacent streets and properties.

**ADJACENT ZONING**

**ADJACENT USE**

NORTH	R-2 Multifamily Dwellings	Single Family Home
EAST	R-2 Multifamily Dwellings	Single Family Home/Vacant Lot
WEST	R-2 Multifamily Dwellings	Commercial (Integrity Plumbing)
SOUTH	R-2 Multifamily Dwellings	Single Family Home

**RPC STAFF RECOMMENDATION:**

RPC Staff is recommending approval of the rezoning with the following comments:

1. The rezoning appears to fit within the recommended future land use for this area.
2. If the rezoning is approved by Amanda Township, the applicant should work with the Fairfield County Engineer's Office to address the access and parking issues raised by their office.
3. Any required turn lanes, extension of utilities, or other similar infrastructure may require the future development of this property to go through the platting process. Prior to developing the land, the RPC Office should be contacted regarding the process to be followed.
4. RPC Staff would recommend that the applicant submit a survey and legal description of the property proposed for rezoning to the township.

A motion was made by Pete Rockwood to approve the RPC staff recommendation. Gail Ellinger seconded the motion. Discussion followed regarding the existing building and if it was being demolished or renovated. Another question was asked regarding Royalton Road and whether it is on the county line. After discussion, a vote was taken and the motion passed.

Holly Mattei presented the following report:

**ITEM 6. APPROVAL OF APPROPRIATION FROM UNAPPROPRIATED FUNDS**

The RPC staff has received unanticipated funds in 2014 due to increased subdivision activity and entering into other contracts for grant work. The RPC staff believes an intern will be needed to assist with the increased activity that we have been experiencing. The unanticipated funds that we have received this year will be utilized to pay for this intern. Therefore, RPC staff is requesting approval of Resolution #2014-01 below that will appropriate the necessary funding for the Executive Director to hire an intern for the remainder of 2014.

**RESOLUTION #2014-01**  
**A RESOLUTION TO APPROVE ADDITIONAL APPROPRIATIONS BY**  
**APPROPRIATING FROM UNAPPROPRIATED INTO A MAJOR EXPENSE OBJECT**  
**CATEGORY AND AMENDING THE CERTIFICATE – FUND #7030**

**WHEREAS**, unanticipated receipts have been received in 2014; and

**WHEREAS**, in order to hire a college intern for the remainder of 2014, it is necessary to appropriate from unappropriated funds; and

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**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, COUNTY OF FAIRFIELD, STATE OF OHIO:**

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**Section 1.** Request that the Fairfield County Auditor Appropriate from Unappropriated funds in the amount of: \$6,000 for the 74703000 major expense object category for Contractual Services.

**Section 2.** Increase Account 74703000 530005 by \$6,000.00.

**Section 3.** Issue an Amended Certificate in the amount of \$6,000.00 to the credit of fund #7030.

**Section 4.** Request that the Fairfield County Auditor, on behalf of the Budget Commission, update the following receipt line: 74703000 434101 - \$6,000.00.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_  
that the resolution be adopted was carried by the following vote:

YEAS: \_\_\_\_\_ NAYS: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_

Adopted: September 2, 2014

\_\_\_\_\_  
Kent Huston, President  
Fairfield County Regional Planning Commission

A motion was made by Todd Edwards to approve the RPC staff recommendation. Ira Weiss seconded the motion. Motion passed.



Holly Mattei presented the following bills for payment:

**ITEM 6.      BILLS**

561000	OFFICE SUPLIES	\$ 41.64
543000	REPAIR AND MAINTENANCE	\$ 75.29
558000	TRAVEL & EXPENSES	<u>\$ 153.43</u>
	TOTAL	\$ 270.36

A motion was made by Todd Edwards to approve the bills for payment. John Snook seconded the motion. Motion passed.

**ITEM 6.      OTHER BUSINESS**

Larry Joos brought up some concerns that he had regarding the Regional Planning Commission staff. These matters were briefly discussed. Ms. Mattei indicated that she would be in contact with Mr. Joos about any further concerns.

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

Minutes Approved By:

\_\_\_\_\_  
Kent Huston, President

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Mary K. Snider, Secretary