

## **MINUTES**

**September 3, 2019**

The minutes of the Regional Planning Commission meeting held at the Fairfield County Courthouse, 210 E. Main Street, Third Floor, Lancaster, Ohio.

Presiding: Phil Stringer, President

Present: Betsy Alt, Todd Edwards, Craig Getz, Charles Hockman, Kent Huston, Dean LaRue, Jerry Rainey, Dan Singer, Melissa Tremblay, Ira Weiss, Dave Levacy (County Commissioner), Carri Brown (County Administrator), Rick Szabrak (County Economic Development Director), Jeremiah Upp (County Engineer), Loudan Klein (Executive Director), James Mako (Assistant Director), and Gail Beck (Adm. Asst.).

### **ITEM 1. MINUTES**

The Minutes of the August 6, 2019, Fairfield County Regional Planning Commission meeting were presented for approval. Jerry Rainey made a motion for approval of the minutes. Rick Szabrak seconded the motion. Motion passed.

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

Phil Stringer welcomed everyone to the meeting.

### **ITEM 3. PRESENTATION**

Loudan Klein gave a presentation on Development Roundup.

### **ITEM 4. SUBDIVISION ACTIVITY**

Loudan Klein presented the following report:

**ITEM 4a. Subdivision:** Rolling Hills Storage – Final Plat

**Owner/Developer:** Walter Beatty

**Engineer:** Willis Engineering

**Location and Description:** The parcel (PN #0140096700) is located along S.R. 158, however, the access to this site will be from Rolling Hills Street in the River Valley Highlands subdivision within the corporation boundary of Lancaster. The plat totals just over 2.5 acres with two proposed lots to house storage units. No public water or sewer services are being extended to the site.

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

1. Offsite easements do not need to be separate documents. We would prefer to have these noted on the plat since the owner is already signing. Furthermore, there needs to be language associated with temporary easements that they will expire at such time conditional acceptance is granted by the Board of County Commissioners.
2. There should be temporary grading easements around grading limits north of the site.
3. A drainage easement should be placed around the storm pipe to the offsite basin.
4. Drainage easement language must be included on Sheet 2.
5. Please update Commissioners signatures to our current slate.
6. Prior to recording of the final plat, the following must occur:
  - a. Approval of the construction drawings and cost estimate
  - b. Executed development agreement
  - c. Submission of inspection fees based upon approved estimate (public improvements)
  - d. Construction assurance based upon approved estimate (public improvements)
  - e. Recreation fees
7. The plat must be revised to comply with the requirements of the Technical Review Committee, County Engineer, County Utilities, Fairfield Soil and Water Conservation District, and GIS Department.

A motion was made by Kent Huston to approve the Subdivision Regulations Committee recommendation. Betsy Alt seconded the motion. Discussion followed regarding the public road and the township maintaining the road. After discussion, a vote was taken and the motion passed with Melissa Tremblay abstaining.

**ITEM 5. BUILDING DEPARTMENT APPLICATIONS UNDER REVIEW FOR BUILDING PERMITS**

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

Loudan Klein presented the following bills for payment:

**ITEM 6. BILLS**

543000	REPAIR & MAINTENANCE	\$ 40.18
558000	TRAVEL & EXPENSES	<u>\$ 182.94</u>
	TOTAL	\$ 223.12

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

**ITEM 7. OTHER BUSINESS**

Loudan Klein announced that the Commissioners passed a resolution that day on the maintenance bonds which will be effective on 1/1/20. The next Complete Count Committee meeting will be held on October 1, 2019 before the RPC meeting. Carri Brown was congratulated for winning the Athena Award.

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

Minutes Approved By:

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Phil Stringer, President

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Kent Huston, Secretary