

## **MINUTES**

**December 1, 2020**

The minutes of the Regional Planning Commission meeting held at the Fairfield County Courthouse, Commissioner's Hearing Room, 210 E. Main Street, Third Floor, Lancaster, Ohio, and also via livestream and conference call.

Presiding: Betsy Alt, President

Present: Sharlene Bails, Gail Ellinger, Ralph Hedrick, Kent Huston, Randy Kemmerer, Darrin Monhollen, Jennifer Morgan, Jerry Rainey, Ira Weiss, Teri Wise, Bill Yaple, Dave Levacy (County Commissioner), Carri Brown (County Administrator), Rick Szabrak (County Economic Development Director), Jeremiah Upp (County Engineer), James Mako (Executive Director), Tamara Ennist (Planner), and Gail Beck (Adm.Asst.).

### **ITEM 1. MINUTES**

The Minutes of the November 3, 2020, Fairfield County Regional Planning Commission meeting were presented for approval. Ira Weiss made a motion for approval of the minutes. Bill Yaple seconded the motion. Motion passed.

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

Betsy Alt welcomed everyone to the meeting.

### **ITEM 3. SUBDIVISION ACTIVITIES**

James Mako presented the following report:

**ITEM 3a). Subdivision:** Acres at Poplar Creek Subdivision - Replat of Lot 2

**Owner/Developer:** Eric Brockman

**Engineer:** Scott England

**Location and Description:** Located in Liberty Township. The original plat was recorded in April of 1991. The recorded plat established a 100' building setback line on the south side of Stemen Road. The applicant wishes to move the building setback line 16' to establish a new setback of 84' in order to construct a new single family home

Subdivision: Acres at Poplar Creek Subdivision - Replat of Lot 2 – Continued

**SUBDIVISION REGULATIONS COMMITTEE:**

The Subdivision Regulations Committee recommends approval with the following comments:

1. Signature line for the County Recorder needs to be updated.
2. Easement along the east property line of Lot 2 need to be corrected.
3. Sheet 2/2, plat does not scale at 1"=60'
4. Other agency comments.

A motion was made by Gail Ellinger to approve the Subdivision Regulations Committee recommendation. Kent Huston seconded the motion. Motion passed.

Tamara Ennist presented the following report:

**ITEM 3b. SUBDIVISION: HERON CROSSING WEST, SECTION 1, PHASE 1 –  
FINAL PLAT – VIOLET TOWNSHIP**

**OWNER/DEVELOPER:** M/I HOMES OF CENTRAL OHIO, LLC

**ENGINEER:** EMH&T ENGINEERS, SURVEYORS, PLANNERS & SCIENTISTS

**LOCATION AND DESCRIPTION:** Heron Crossing West is in Violet Township on the east side of Pickerington Road just west of Heron Crossing subdivision between Blacklick Eastern Road (SR 204) and Refugee Road (Parcel #0360090700).

Section 1, Phase 1 is positioned in the NE corner of the parcel directly adjacent to Heron Crossing, Section 3 and will be accessed from Green Meadow Drive constructed with Heron Crossing, Section 3 as a stub street for future access to this parcel. The main ingress/egress to Heron Crossing is Refugee Road and the entrance for Heron Crossing West is from Pickerington Road.

The proposed Heron Crossing West, Section 1, Phase 1 subdivision contains 6.591 acres and will create eighteen (18) single-family building lots (3.833 acres), two (2) open space reserve lots (1.720 acres) and dedicate 1.038 acres of street rights-of-way; extension of Green Meadow Drive (0.191 ac.), McQueen Drive (0.732 ac.), and Ribault Drive (0.115 ac.), creating an overall density of 2.73 units per acre.

All lots will be serviced with public sewer and public water and storm water will be managed with storm water catch basins and on-site retention for water quality control.

**SUBDIVISION: HERON CROSSING WEST, SECTION 1, PHASE 1 – FINAL PLAT –  
VIOLET TOWNSHIP - Continued**

The development proposes two access points, one newly created boulevard access from Pickerington Road and one connection to Green Meadows Drive in Heron Crossing Section 2. Two additional stubs are proposed to the south. Central services will be provided to this development by Fairfield County Utilities.

**SUBDIVISION REGULATIONS REVIEW COMMITTEE COMMENTS:** The Subdivision Regulations Committee recommends approval with the following conditions:

- 1.All sheets of the plat must include Subdivision name, County, and Township.
- 2.Provide a temporary cul-de-sac turnaround easement.
- 3.Clearly identify the drainage easement width on each side of the common lot line between lots #27 & #28.
- 4.Label the easement shown along the front lot line of lot #25.
- 5.Correctly label Reserve H and Reserve E, Heron Crossing Sec 3.
- 6.Fill in the CC&R recording information and provide a copy for our files.
- 7.Label linework of off-site drainage easement shown south of lots 26-30. (sheet 3 of 4)
- 8.Verify the UE easements labeled with the off-site drainage easement (sheet 2 of 4). Revise or verify.
- 9.Revise the plat notes for the reserve areas to include language similar to the plat notes for reserve areas in Heron Crossing.
- 10.As part of a Planned District, this final plat will require review of the Violet Township Trustees.
- 11.Other agency comments.

A motion was made by Kent Huston to approve the Subdivision Regulations Committee recommendation. Ira Weiss seconded the motion. Discussion followed regarding construction traffic going through an adjoining subdivision. James Mako responded that the construction access will be from Pickerington Road. Another question was asked about the schools being aware of the construction traffic. James Mako responded that the schools are aware of the project and they have a copy of the preliminary plan. After discussion, a vote was taken and the motion passed with Darrin Monhollen abstaining.

Tamara Ennist presented the following report:

**ITEM 3c. SUBDIVISION:** HERON CROSSING WEST, SECTION 1, PHASE 2 –  
FINAL PLAT – VIOLET TOWNSHIP

**OWNER/DEVELOPER:** M/I HOMES OF CENTRAL OHIO, LLC

**ENGINEER:** EMH&T ENGINEERS, SURVEYORS, PLANNERS & SCIENTISTS

**LOCATION AND DESCRIPTION:** Heron Crossing West is in Violet Township on the east side of Pickerington Road just west of Heron Crossing subdivision between Blacklick Eastern Road (SR 204) and Refugee Road (Parcel #0360090700).

Section 1, Phase 2 is positioned in the north portion of the parcel between Heron Crossing West, Section 1 Phase 1 and Pickerington Road. A new boulevard access from Pickerington Road will connect to an extension of McQueen Drive from phase 1.

The proposed Heron Crossing West, Section 1, Phase 2 subdivision contains 9.845 acres and will create twenty-two (22) single-family building lots (4.586 acres), one (1) open space reserve lot (1.594 acres) and dedicate 3.665 acres of street rights-of-way; extension of McQueen Drive (1.157 ac.), White Marsh Boulevard (0.727 ac.), and Pickerington Road (1.781 ac.), creating an overall density of 2.235 units per acre.

All lots will be serviced with public sewer and public water and storm water will be managed with storm water catch basins and on-site retention for water quality control.

The development is proposing one newly created boulevard access from Pickerington Road and will connect to McQueen Drive which has access to Refugee Road through the Heron Crossing subdivision.

Central services will be provided to this development by Fairfield County Utilities.

**SUBDIVISION REGULATIONS REVIEW COMMITTEE REPORT:** The Subdivision Regulations Review Committee recommends approval with the following conditions:

- 1.All sheets of the plat must include Subdivision name, County, and Township.
- 2.Easements shown must correlate to the grading plan and the South Central Power layout.  
Please verify.
- 3.Label all lines of the off-site easements shown on the plat.
- 4.Label the Pickerington Road centerline and clearly label the boundaries of the 40' wide Pickerington Road right-of-way dedication.
- 5.The Sanitary sewer easement between lots #8 & 9 is labeled as SE. Add SE to the legend or revise to SSE.

SUBDIVISION: HERON CROSSING WEST, SECTION 1, PHASE 2 – FINAL PLAT –  
VIOLET TOWNSHIP - Continued

- 6.The landscape island needs shown and labeled as a Reserve area. Provide a plat note similar to Note ‘G’ in Heron Crossing Section One.
- 7.Label L13 which is designated in the line table but not labeled on the drawing.
- 8.Fill in the CC&R recording information and provide a copy for our files.
- 9.Revise the plat notes for the reserve areas to include language similar to the plat notes for reserve areas in Heron Crossing.
- 10.Provide plat notes for the landscaping and entry features, mounding, and multi-use pathway along Pickerington Road
- 11.As part of a Planned District, this final plat will require review of the Violet Township Trustees.
- 12.Other agency comments.

A motion was made by Dave Levacy to approve the Subdivision Regulations Committee recommendation. Ira Weiss seconded the motion. Motion passed with Darrin Monhollen abstaining.

James Mako presented the following:

**ITEM 4. APPROVAL OF THE RPC 2021 FINAL BUDGET**

**2021 PRELIMINARY BUDGET  
FAIRFIELD COUNTY REGIONAL PLANNING COMMISSION  
2021 PROJECTED RECEIPTS**

<b>2021 Member Assessments</b>		
County Commissioners (includes Building Department Administration)	\$	150,000
Other Member Assessments	\$	35,100
Subdivision Review and Permit Fees	\$	50,800
CDBG Administration	\$	40,000
Parks and Recreation (Pass Thru)	\$	8,000
Building Department Contribution	\$	6,000
	<b>\$</b>	<b>289,900</b>

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**FAIRFIELD COUNTY REGIONAL PLANNING COMMISSION  
2021 PRELIMINARY BUDGET**

\*Bold are Major Expenditure Object Categories

<b>Personal Services</b>	\$	190,000
<b>Fringe Benefits</b>	\$	73,000
PERS	\$	26,525.00
Worker's Compensation	\$	3,000.00
Medical/Hospitalization Insurance	\$	39,500.00
Medicare	\$	2,800.00
Life Insurance	\$	216.00
Unemployment	\$	10.00
<b>Materials and Supplies</b>	\$	900
<b>Contract Services</b>	\$	23,000
Contract Services - Other		
Contract-Repair		
Travel and Expenses		
<b>Capital Outlay</b>	\$	2,500
<b>Other Expenses</b>	\$	500
<b>BUDGET</b>	<b>\$</b>	<b>289,900</b>
Projected 2021 Carryover		\$265,000

A motion was made by Carri Brown to approve the budget in the major expense object category. Kent Huston seconded the motion. Motion passed.

James Mako presented the following:

**ITEM 5. PROPOSED MEETING DATES AND DEADLINES FOR 2021**

## MAJOR SUBDIVISION DEADLINE GUIDE

RPC MEETING DEADLINE	TECH REVIEW MEETING	SUB REGS COMM. MEETING	RPC MEETING
12-4-20	12-21-20	12-28-20	1-5-21
1-4-21	1-19-21 Tues.	1-25-21	2-2-21
2-1-21	2-16-21 Tues.	2-22-21	3-2-21
3-5-21	3-22-21	3-29-21	4-6-21
4-5-21	4-19-21	4-26-21	5-4-21
4-30-21	5-17-21	5-24-21	6-1-21
6-4-21	6-21-21	6-28-21	7-6-21
7-2-21	7-19-21	7-26-21	8-3-21
8-6-21	8-23-21	8-30-21	9-7-21
9-3-21	9-20-21	9-27-21	10-5-21
10-1-21	10-18-21	10-25-21	11-2-21
11-5-21	11-22-21	11-29-21	12-7-21
12-3-21	12-20-21	12-27-21	1-4-22

## REZONING APPLICATIONS

RPC MEETINGS	DEADLINES
1-5-21	12-14-20
2-2-21	1-11-21
3-2-21	2-8-21
4-6-21	3-15-21
5-4-21	4-12-21
6-1-21	5-10-21
7-6-21	6-14-21
8-3-21	7-12-21
9-7-21	8-16-21
10-5-21	9-13-21
11-2-21	10-11-21
12-7-21	11-15-21
1-4-22	12-13-21

A motion was made by Gail Ellinger to approve the meeting dates and deadlines for 2021. Randy Kemmerer seconded the motion. Motion passed.

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

RPC staff presented a list of building permit applications under review. James Mako stated that a Request for Proposal (RFP) was prepared recently for Building Department services. This is the first time that an RFP has been done for Building Department services. After the proposals are received, we will do scoring and evaluation of them. The new contract will be with the County Commissioners.

James Mako presented the following bills for payment:

**ITEM 7. BILLS**

558000	TRAVEL & EXPENSES	\$ 68.63
	TOTAL	\$ 68.63

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

**ITEM 8. OTHER BUSINESS**

Betsy Alt wished everyone a safe and happy holiday. Gail Ellinger inquired about a property on Rt. 159. Dave Levacy stated that the property is owned by the County Land Bank and is currently up for auction.

There being no further business, a motion was made to adjourn the meeting by Kent Huston and seconded by Randy Kemmerer. Motion passed.

Minutes Approved By:

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Betsy Alt, President

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Kent Huston, Secretary