



# Delaware County Regional Planning Commission

109 N. Sandusky Street, Delaware, Ohio, 43015  
Phone 740-833-2260 Fax 740-833-2259  
www.dcrpc.org

Scott B. Sanders, AICP, Executive Director

## \*MINUTES\*

Thursday, January 25, 2007 at 7:00 PM  
Delaware Hayes Services Building,  
140 N. Sandusky Street, Room G 35, Delaware, Ohio 43015

### I. ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of December 21, 2006 RPC Minutes
- Executive Committee Minutes of January 17, 2007
- Statement of Policy

### II. VARIANCES *(none)*

### III. ZONING MAP/TEXT AMENDMENTS

01-07 ZON Orange Twp. Zoning Commission – text amendments

### IV. SUBDIVISION PROJECTS

Preliminary *(none)*

#### Preliminary/Final

		Township	Lots/Acres
26-06	Olentangy Crossings, Section 2, Division #1 of Lot#7352	Orange	01 lot / 01.75 acres

#### Final

14-06	Heiselt Tract	Concord	05 lots / 05.00 acres
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**T=TABLED, W=WITHDRAWN**

### V. EXTENSIONS

27-03.1.B-E	Northstar, Section 1, Phases B-E	Berkshire	156 lots / 450.6 acres
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### VI. OTHER BUSINESS

- Consideration for approval: Loveland & Brosius legal services retention discussion
- Consideration for approval: Refreshments (\$350 annual max.)

### VII. POLICY / EDUCATION DISCUSSION *(none)*

### VIII. RPC STAFF AND MEMBER NEWS

- New Alternate: Geraldine Cotter, Genoa Twp., Bob Carpenter, Berkshire Twp.
- Ben Henson, Planner I – start date 1/16/07

**I. ADMINISTRATIVE BUSINESS**

▪ **Call to Order**

Chairwoman Foust called the meeting to order at 7:05 p.m.

▪ **Roll Call**

*Representatives:* Paul Snajd, Rick Sedlacek, Fred Fowler, Kris Jordan, Gary Gunderman, Tom Hopper, Leslie Warthman, Bob Talbott, Holly Foust, Dick Gladman, Larry Crile, Marvin Miller, Lloyd Shoaf, Tom Brown, Robert Jones, Bonnie Newland and Mike Datillo. *Alternates:* Pat Blayney. *Arrived after roll call:* Gary Spanner. *Staff:* Scott Sanders, Paul Deel, Ben Henson, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the December 21, 2006 RPC Minutes**

*Mr. Miller made a motion to approve the minutes from December. Mr. Shoaf seconded the motion.*

*VOTE: Unanimously For, 0 Opposed. Motion carried.*

▪ **January 17, 2007 Executive Committee Minutes**

**1. Call to order**

Chairwoman Foust called the meeting to order at 8:30 a.m. Present: Holly Foust, Dick Gladman, Steve Burke, Jim Ward and Lloyd Shoaf. Staff: Scott Sanders and Stephanie Matlack.

**2. Approval of Executive Committee Minutes**

**December 13, 2006 – Mr. Gladman made a motion to approve the minutes from the last month. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.**

**3. Old Business**

**a. Contract updates –**

- 1.) **Harlem Twp.** – continuing to work on final draft of comprehensive plan
- 2.) **Berlin Twp.** – working on cover to cover on zoning regulation
- 3.) **Berkshire Twp.** – interested in looking at the zoning amendments and comprehensive plan update

**4. New Business**

**a. Financial / Activity Reports for December 2006**

REGIONAL PLANNING RECEIPTS		DECEMBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$2,665.00	\$21,465.00
Fees A (Site Review)	(4202)		\$1,400.00
Insp. Fees (Lot Line Transfer)	(4203)	\$40.00	\$920.00
Membership Fees	(4204)		\$231,245.96
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$574.06	\$17,542.35
Assoc. Membership	(4206)		\$3,000.00
General Sales	(4220)	\$62.00	\$1,593.92
Charges for Serv. A (Prel. Appl.)	(4230)	\$760.00	\$95,738.91
Charges for Serv. B (Final. Appl.)	(4231)		\$164,622.96
Charges for Serv. C (Ext. Fee)	(4232)	\$150.00	\$4,500.00
Charges for Serv. D (Table Fee)	(4233)	\$600.00	\$6,200.00
Charges for Serv. E (Appeal/Var.)	(4234)		\$2,400.00
OTHER DEPT. RECEIPTS			

Health Dept. Fees	(4242)	-\$33,000.00	\$0.00
Soil & Water Fees	(4243)	-\$3,143.00	\$150.00
<b>MISCELLANEOUS REVENUE</b>			
Other Reimbursements	(4720)		\$15.00
Other Reimbursements A	(4721)		\$3,854.19
Other Misc. Revenue (GIS maps)	(4730)	\$86.40	\$2,478.16
Misc. Non Revenue Receipts	(4733)		
<b>TOTAL RECEIPTS</b>		- \$31,205.54	\$557,126.45

**Balance after receipts** **\$166,471.90**  
**Expenditures** **- \$ 27,059.60**  
**End of December balance** **\$108,206.76**

*Mr. Gladman made a motion to approve the financial report. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

- b. **January RPC Preliminary Agenda** – includes 1 text amendment, 1 Preliminary / Final, 1 Final and 1 extension request.
- c. **Consideration for recommendation: retention of legal services from Loveland & Brosius**
  - 1.) fee increases for 2007: \$185/hr. partner time, \$165/hr. senior assoc. time, \$140/hr. assoc. time, \$80/hr. law clerk time, \$65/hr. legal assistant time.

*Mr. Gladman made a motion to recommend approval to retain Loveland & Brosius legal firm to represent the RPC and of the increase in rates. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

- d. **Refreshments** – *Mr. Gladman made a motion to recommend approval to purchase refreshments for the meetings of the RPC up to \$350.00 for the year. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

6. **Other Business**

7. **Personnel**

- a. **Staff evaluation review** – Mr. Sanders shared the personnel evaluations with the Committee.
- b. **Ben Henson – Planner I new hire** – Mr. Henson was introduced to the Committee. He began employment 1/16/07.

- 8. **Adjourn** – *Mr. Gladman made a motion to adjourn the meeting at 9:30 a.m. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

*The next regular Executive Committee meeting will be Wednesday, February 14, 2007 at 8:30 a.m. at 109 North Sandusky Street, Delaware, Ohio, 43015*

• **Statement of Policy**

As is the adopted policy of the Regional Planning Commission, all applicants will be granted an opportunity to make their formal presentation. The audience will then be granted an opportunity to speak, at which time the chair will allow questions from the members of the Commission. This policy

was adopted by the Regional Planning Commission to provide for the orderly discussion of business scheduled for consideration. The Chairperson may limit repetitive debate.

**II. VARIANCES** (none)

**III. ZONING MAP/TEXT AMENDMENTS**

**01-07 ZON Orange Twp. Zoning Commission – text amendments**

**Applicant:** Orange Township Zoning Commission

**Request:** Review proposed amendments to the Orange Township Zoning Resolution.

**I. Amendments**

The Orange Township Zoning Commission proposes a few minor amendments to the Zoning Resolution. They include the following:

1. New definition for Sign/Exterior Sign (Section 4.01)
2. Provides for the continuation of a structure which was under construction prior to the adoption, and any subsequent amendments of the Zoning Resolution (Section 6.04)
3. Eliminates a Conditional Use provision which allowed a residence to be converted to a 2 family dwelling (Section 7.04, 8.04)
4. Eliminates text providing for subdivision signs subject to BZA conditions (Section 7.06, 8.06, 9.06, 19.06)
5. Provides for Certificate of Conformance for transition of Model Homes in subdivisions to single family occupancy (Section 10.04, 11.04)
6. Deletes language regarding site development and preservation of existing conditions/topography in the Planned Districts (Section 10.07, 11.07, 14.07, 17.07)
7. Prescribes a maximum size for sign display area (Section 22.06)

**Staff comments:** Staff has no objection to the proposed text changes.

**II. Staff Recommendation**

Staff recommends **Approval** of the Orange Township Zoning text amendments to the DCRPC, the Orange Township Zoning Commission, and the Orange Township Trustees.

**Commission / Public Comments**

**Mr. Miller made a motion to recommend approval of the Orange Twp. Zoning Commission text amendments. Mrs. Warthman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.**

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#### IV. SUBDIVISION PROJECTS

**Preliminary** (none)

**Preliminary/Final**

**26-06**            **Olentangy Crossings, Section 2, Lot# 7352, Division #1 – Orange Twp. - 01 lot / 1.75 acres**

**Applicant:** Lewis Center Investments, LLC

**Subdivision Type:** Commercial

**Location:** East side of US-23, between Lewis Center Road and Olentangy Crossings East.

**Current Land Use:** Vacant

**Zoning:** Planned Commercial Office District

**Utilities:** Del-Co water and County sanitary sewer

**School District:** Olentangy Local School District

**Engineer:** Floyd Browne Group

**I. Staff Comments**

This is a single lot subdivision from an existing lot (Lot 7352) in the Olentangy Crossings, Section 2 subdivision. The original plat was recorded in October 2006 and contains 3 lots on 59.26 acres. The proposed 1.75 acre lot will access internal ingress/egress driveways (Gallopers Ridge East and Pullman Drive) which connect to US 23 (right in/right out only) and Olentangy Crossings East (unrestricted). The future tenant of the site will be a Delaware County Bank. Del-Co Water and County sewer are available for the proposed lot. Surrounding land use includes future commercial and multi-family residential in other sections of Olentangy Crossings East.

*A technical review was held on December 12, 2006, after which the applicant has addressed all of the required changes. The applicant has also presented to the DCRPC Office a Final Plat (mylar) signed by the various County agencies, a requirement for Final approval.*

**II. Staff Recommendation**

Staff recommends *Preliminary and Final approval* of the **Olentangy Crossings, Section 2, Lot #7352, Division #1** to the DCRPC.

**Commission / Public Comments**

Mr. Mark Smith with Floyd Browne Group was present to represent the applicant.

*Mr. Blayney made a motion for Preliminary and Final approval of Olentangy Crossings, Section 2, Lot # 7352, Division #1. Mrs. Warthman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

**Final**

**14-06 Heiselt Tract – Concord Twp. - 05 lots / 05.00 acres**

**I. Conditions**

- Applicant:** The Northwood Land Corporation
- Subdivision Type:** Single-family Residential (CAD)
- Proposed Density:** 1 du / acres
- Location:** 6881 Harriott Road, Concord Township
- Existing Land Use(s):** Single family residence
- Zoned:** Planned Residential (PRD)
- School District:** Dublin Local School District
- Utilities Available:** Del-Co Water and Tartan Fields central sewer
- Critical Resources:** Ravine running west to east
- Engineer:** RD Zande

**II. Staff Comments**

The Heiselt Tract is a proposed 5 lot Common Access Drive subdivision on the south side of Harriott Road. The existing house toward the rear will remain on 2.46 acres. The CAD will also be part of this lot. The other lots are smaller (between 0.5 and 0.9 acres) and will all take access from the CAD. A ravine crosses the subdivision just north of the existing house but will not be crossed by the CAD.

The property is surrounded by two 5-acre lots (FR-1) to the west and Tartan Fields subdivision (PRD) to the east and south. The RPC approved a variance to allow an additional lot on the CAD in July 2006 and approved the preliminary plan in August 2006.

**The applicant has presented to the RPC Office a Final Plat (mylar) signed by the various County agencies, a requirement for Final approval.**

**III. Staff Recommendations**

Staff recommends *Final Approval* of **The Heiselt Tract** to the RPC.

**Commission / Public Comments**

***Mr. Gunderman made a motion for Final approval of the Heiselt Tract. Mr. Snajd seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

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**V. EXTENSIONS**

**27-03.1.B-E Northstar, Section 1, Phases B-E – Berkshire Twp. - 156 lots / 450.6 acres**

**Applicant:** Robert Weiler

**Engineer:** EMH & T

**I. Staff Comments**

Preliminary approval for Northstar Section 1, Phases B-E was given in August, 2005. The applicant is requesting a second 6-month extension in order to obtain final approval from various County agencies.

**II. Staff Recommendation**

Staff recommends *Approval* of the 6-month extension for **Northstar Section 1, Phases B-E** to the RPC.

**Commission / Public Comments**

*Mr. Miller made a motion to approve the second 6 month extension for Northstar, Section 1, Phases B-E. Mrs. Warthman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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**VI. OTHER BUSINESS**

- Consideration for approval: Loveland & Brosius legal services retention  
*Mr. Miller made a motion to retain Loveland & Brosius legal firm. Mr. Blayney seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*
- Consideration for approval: Refreshments (\$350 annual max.)  
*Mrs. Warthman made a motion to approve food expenditures for RPC and Executive Committee meetings as described in each year's approved budget. Mr. Snajd seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

**VII. POLICY / EDUCATION DISCUSSION**

**VIII. RPC STAFF AND MEMBER NEWS**

- New Alternates: Geraldine Cotter, Genoa Twp., and Bob Carpenter, Berkshire Twp.
- Ben Henson, Planner I – start date 1/16/07

*Mrs. Warthman made a motion to adjourn the meeting at 7:15 p.m. Mr. Gladman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

***The next meeting of the Delaware County Regional Planning Commission will be  
Wednesday, February 21, 2007, 7:00 PM at the Delaware Hayes Services Building, 140  
N. Sandusky Street, Conference Room G-35, Delaware, Ohio 43015.***