



Delaware County Regional Planning Commission

109 North Sandusky Street
P.O. Box 8006, Delaware, Ohio 43015
740-833-2260 fax 740-833-2259
www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, January 30, 2014 at 7:00 PM
Frank B. Willis Building, 2079 US 23 North, Conference Room,
Delaware, Ohio 43015

I. ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of December 19, 2013 RPC Minutes
- Executive Committee Minutes of December 26, 2013 and January 22, 2014
- Statement of Policy

II. VARIANCES / EXTENSIONS

06-04.V Summerwood Lakes – Berkshire Twp. – variance from Sec. 102.03 and 204.04

III. ZONING MAP/TEXT AMENDMENTS *(none)*

IV. SUBDIVISION PROJECTS

Preliminary

		Township	Lots/Acres
01-14	North Farms	Orange	248 lots / 124.9 acres

Preliminary/Final *(none)*

Final

02-14	Bartholomew Lake Estates, Lot 1055 Easement vacation	Liberty	0 lots / 0 acres
07-13	Highland Lakes North, Section 5, Part 4	Genoa	02 lots / 0.835 acres
13-13	Olentangy Crossings South, Sec. 2, Lot 7489, Division #1	Orange	02 lots / 05.569 acres
19-02.2.B.1	Alum Crossing, Section 2, Phase B, Part 1	Orange	11 lots / 04.475 acres
01-13.A	Estates of Glen Oak, Section 5, Phase A	Orange	31 lots / 11.716 acres

T=TABLED, W=WITHDRAWN

V. OTHER BUSINESS

- Consideration for Approval: Transfer of appropriation in the amount of \$885 from 5001 Salary to 5101 Benefits

VI. POLICY / EDUCATION DISCUSSION *(none)*

VII. RPC STAFF AND MEMBER NEWS

- Director Evaluation

I. ADMINISTRATIVE BUSINESS

▪ **Call to Order**

Chairman O'Brien called the meeting to order at 7:00 p.m.

▪ **Roll Call**

Representatives: Jeff George, Rick Sedlacek, Ric Irvine, Fred Fowler, Ken O'Brien, Steve Burke, Tiffany Jenkins, Gary Gunderman, Tom Hopper, Jon Trainer, Dave Stites, Holly Foust, Tom Farahay, Robert Taylor, Teresa Watkins, Charlie Callender, Bonnie Newland, Mike Dattilo, and Doug Price. *Alternates:* John Piccin and James Hatten. Arrived after roll call: Susan Kuba and Joe Clase. *Staff:* Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the December 19, 2013 RPC Minutes**

Mrs. Jenkins made a motion to Approve the minutes from the last meeting as presented. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **December 26, 2013 and January 22, 2014 Executive Committee Minutes**

December 26, 2013 Executive Committee Special Meeting Minutes

1. Call to Order

Chairman O'Brien called the meeting to order at 3:00 p.m. Present: Ken O'Brien, Susan Kuba, and Jeff George. Staff: Scott Sanders.

2. Business – Transfer of Appropriations

Ms. Kuba made a motion to recommend approval of a transfer of appropriation in the amount of \$885 from 5001 Salary to 5101 Benefits. Mr. George seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. Adjourn

Meeting adjourned at 3:08 p.m.

The next regular Executive Committee meeting will be Wednesday, January 22, 2014 at 8:45 a.m. at 109 North Sandusky Street, Delaware, Ohio, 43015

January 22, 2014 Executive Committee Minutes

1. Call to order

Chairman O'Brien called the meeting to order at 8:45 a.m. Present: Ken O'Brien, Tiffany Jenkins, Susan Kuba, Dave Stites, and Jeff George. Staff: Scott Sanders and Stephanie Matlack.

2. Approval of Executive Committee Minutes from December 11, 2013 and December 26, 2013

Mr. Stites made a motion to Approve the minutes from the December 11th and 26th Executive Committee meetings, seconded by Mr. George. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. New Business

- Financial / Activity Reports for December 2013

REGIONAL PLANNING RECEIPTS		December	YTD TOTAL
General Fees (Lot Split)	(4201)		\$6,655.00
Fees A (Site Review)	(4202)		\$4,500.00
Insp. Fees (Lot Line Transfer)	(4203)	\$100.00	\$2,100.00
Membership Fees	(4204)		\$264,753.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$1,472.19	\$7,210.44
Assoc. Membership	(4206)		
General Sales	(4220)		\$68.49
Charges for Serv. A (Prel. Appl.)	(4230)		\$99,626.40
Charges for Serv. B (Final. Appl.)	(4231)	\$825.00	\$48,420.20
Charges for Serv. C (Ext. Fee)	(4232)		\$750.00
Charges for Serv. D (Table Fee)	(4233)	\$400.00	\$1,600.00
Charges for Serv. E (Appeal/Var.)	(4234)	\$300.00	\$2,400.00
Charges for Serv. F (Planned District Zoning)	(4235)		\$6,000.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)		\$3,520.00
Soil & Water Fees	(4243)		\$6,225.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$206.40
Other Reimbursements A			
Other Misc. Revenue (GIS maps)	(4730)		\$389.50
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$3,097.19	\$454,424.43

Balance after receipts	\$487,346.94
Expenditures	- \$ 31,566.86
End of December balance (carry forward)	\$ 455,780.08

After discussion of the financial reports, Mr. Stites made a motion to approve the financial reports as presented for audit. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Site Review
 - 1.) North Farms – Orange Twp. – 248 lots / 124.9 acres
- January RPC Preliminary Agenda
 - 1.) Rezoning: *none*
 - 2.) Variance: Summerwood Lakes – requesting additional extension
 - 3.) Preliminary: North Farms – Orange Twp. – 248 lots / 124.9 acres

- 4.) Preliminary/Final: *none*
- 5.) Final:
 - Highland Lakes North, Section 5, Part 4-GenoaTwp. -02 lots / 0.835 acres
 - Bartholomew Lake Estates, Lot 1055 Easement Vacation-Liberty Twp. - 0 lots / 0 acres
 - Olentangy Crossings South, Sec. 2, Lot 7489, Division #1-Orange Twp. - 02 lots / 05.569 acres
 - Alum Crossing, Section 2, Phase B, Part 1-Orange Twp.-11 lots / 04.475 acres
 - Estates of Glen Oak, Section 5, Phase A-Orange Twp.-31 lots / 11.716 acres
- 6.) Extension: Summerwoods Lakes – requesting 1 year extension
- Director’s Report
 - Working on Annual Report
 - Met with Concord Township Comp Plan
 - Finishing Liberty Township Zoning and Starting Comp Plan
 - Finishing Sunbury Comp Plan
 - Meeting with Berkshire for targeted Comp Plan updates
 - Health District/Outlet Mall/Berkshire meeting last week
 - Sustaining Scioto at MORPC tomorrow (1/23)
 - River Run Summons discussion

1.) Director’s End-of-Year Report – January 2014

Financial	
2013 Dues income:	\$264,753
Projected 2013 development and contract income:	\$27,400
Actual 2013 development and contract income:	\$189,671 (\$162,271 over)
Projected 2013 expenses:	\$290,912
Actual 2013 expenses:	\$286,811 (\$4,101 under)

2.) Contract/Non-contract Work

- Continued working with Liberty Township on a Zoning Code amendment (end in early 2014);
- Completed 95% of a Comprehensive Plan update with the Village of Sunbury;
- Began a Comprehensive Plan update with Concord Township;
- Began a Comprehensive Plan update with Liberty Township;
- Will discuss minor updates to the Berkshire Township Comprehensive Plan next week;
- Prepared for new DALIS website format;
- Worked with the Health District on various health-related and built environment efforts;

3.) Zoning Reviews

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Zoning Cases	58	54	41	25	16	13	8	16	19	33
Acres Reviewed	3619	1795	1302	508	100	256	96	235	439	1396

4.) Subdivision Activity

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Preliminary Non-Residential	8	18	32	17	19	21	1	21	7	12
Preliminary Residential	1634	1602	996	110	140	43	5	12	264	791
Final Non-Residential	12	3	33	18	26	20	0	1	4	32
Final Residential	858	928	1007	185	115	56	152	101	142	240
Total lots reviewed	2512	2551	2068	330	300	140	158	135	417	1075

5.) NPA Splits and Transfers

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Transfers reviewed	63	89	46	35	53	21	29	18	32	21
Transfer acres	156	244	180	117	372	84	62	40	80	35
Splits (new lots)	57	65	83	33	22	9	8	11	16	24
Splits (existing)	20	19	21	11	8	7	1	4	10	8
Total Splits	77	84	104	44	30	16	9	15	26	32

6.) Building Permits in Unincorporated Areas (includes multi-family)

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Residential Building Permits (unincorporated)	1903	1311	835	683	444	358	404	472	593	655
Residential Building Permits (municipalities)	1125	1064	757	656	259	264	519	261	685	742
Commercial Building Permits (unincorporated)			50	40	43	27	36	16	24	20

4. Old Business (*none*)

5. Other Business

- Census – Mr. Sanders was directed to work with Mr. Kaitsa regarding the processes for census data collection and see if RPC or another county agency may take over this task.

6. Personnel

- Director evaluation – Mr. Stites presented Mr. Sanders with a detailed annual evaluation including goals for the upcoming year.

Goals include:

- Maintain and expand involvement and relationship building efforts
- Continue to attend external training
- Continue to develop and facilitate in-house training
- Continue to develop and present a training program for new Zoning inspectors
- Prepare a succession plan for the three existing positions
- Update position descriptions for existing positions
- Evaluate the need for additional staffing

- Retain existing dues paying members and seek ways to expand membership

The Committee appreciates Scott's professionalism, dedication and efforts to make the RPC office the best it can be.

7. Adjourn

Having no further business, Mr. Jenkins made a motion to adjourn the meeting at 10:35 a.m., seconded by Mrs. Kuba. VOTE: Unanimously For, 0 Opposed. Motion carried. The next regular Executive Committee meeting will be Wednesday, February 19, 2014 at 8:45 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/EXTENSIONS

06-04.V Summerwood Lakes – Berkshire Twp. – variance from Sec. 102.03 and 204.04 - requesting a variance for an additional extension of the Preliminary Plan

Applicant: Homewood Corp.

Engineer: Floyd Browne Group

Preliminary approval: 03/25/04

Extensions granted: 03/31/05, 09/29/05, 12/22/11 (via variance), 1/31/13 (via variance)

I. Request

Homewood Corp. is requesting a variance to sections 102.03 and 204.04 regarding the expiration and extension of the Preliminary Plan. The applicant is requesting a 1-year extension beyond the time limit allowed in the Subdivision Regulations to complete the platting of a subdivision (five years after the first plat is recorded) in the Summerwood Lakes subdivision in Berkshire Township.

The proposed subdivision is located on the east side of 3 B's and K Road, north of Dustin Road. The subdivision proposes 100 lots on 81 acres.

II. Facts

1. The Subdivision Regulations require that a Subdivision be completely platted within five years of the first Section being recorded;
2. Summerwood Lakes received Preliminary approval on March 25, 2004;
3. Section 1 was recorded December 2006, giving the remaining sections until December 2011 to be recorded.
4. The project was given a 1-year extension via variance until December 2012;
5. Quorum was not met at the December, 2012, meeting and the project was extended to January, 2013 where

- the applicant received a second 1 year extension to January, 2014;
6. The applicant seeks a third one-year extension for the remainder of the subdivision by variance to January, 2015.

III. Criteria For a Variance

The burden is on the applicant to demonstrate in writing, each of the following:

- 1) The granting of this variance request shall not be detrimental to the public health, safety and welfare and not injurious to other property.
- 2) The conditions upon which this variance request is based are unique to the property for which this variance is sought.
- 3) Due to the physical surroundings, shape, or characteristics of the property, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the Delaware County Subdivision Regulations were carried out.
- 4) The granting of this variance will not vary the provisions of the applicable zoning regulations, comprehensive plans, or other existing development guidelines and regulations, nor shall it otherwise impair the intent and purpose of these regulations, or the desirable development of the neighborhood and community.

Applicant's Response: "Homewood Corporation is asking for a variance to sections 204.04 and 102.03 regarding the expiration and extension of the Preliminary Plan. The Preliminary Plan was approved and the Section 1 Final Plat was recorded on 12/15/2006. According to section 204.04 of the DCRPC code, the Preliminary Plan expires five years after the date of recording Section 1.

To date, only Section 1 has been developed and Final Plat recorded. There are five lots available in Section 1 and it is not anticipated to develop the second section this spring. The future sections account for 68 lots and considerable open space. All three sections have been engineered and there is no reason to believe that the development will not ultimately be built according to plan.

Due to the declining housing market and general economic conditions, Homewood respectfully requests a variance to section 102.03 to allow for an extension of one year. A significant improvement in sales over the past two years has led to us anticipating development of Section 2 this spring, however, is not anticipated to be completed with the overall development until 2016.

The granting of this variance would not be detrimental to the public health, safety and welfare to other parties. The conditions of which this variance is sought are unique to this property due to the scope and size of the overall project. A considerable hardship would occur to not only the owner of the property, but to existing homeowners who have purchased within the subdivision should the Preliminary Plan expire. The Preliminary Plan will continue to be followed and no other variances are being sought to vary any other provision of the original approval."

Staff comments: *While one section has been recorded, there has been little activity within the subdivision. Final Engineering for Section 2 was submitted to the County Engineer's office for review in July/August of 2013. The consultant indicates revisions could be filed as soon as next month. This indicates progress on the site. The land to the north has been developed as Berkshire Middle School and a bus facility, with large lots developed to the south. Based on economic conditions, it is reasonable to continue to extend the time-frame of this subdivision. Staff recommends that the extension be limited to one year and that a future section should provide a pedestrian connection to the school site to the*

north.

IV. Staff recommendations

DCRPC staff recommends that based on market and economic conditions, the variance request from Sec. 102.03 & 204.04 for **Summerwood Lakes** be *Approved*.

DCRPC staff recommends *Conditional Approval* of a 1-year extension for **Summerwood Lakes** to the RPC, *subject to a Variance being granted*.

Commission / Public Comments

Mr. Tom Tolbert with Homewood Corp. was sworn in by Chairman O'Brien. He stated that this project is approximately 22 lots and plan to begin work in the spring.

Mr. Stites made a motion for Approval of the Variance and the 1 year extension based on findings of fact presented by RPC staff. Mrs. Jenkins seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Berkshire Twp.). Motion carried.

III. ZONING MAP/TEXT AMENDMENTS *(none)*

IV. SUBDIVISION PROJECTS

Preliminary

01-14 North Farms – Orange Twp. - 248 lots / 124.9 acres

I. Conditions

Applicant: North Farms Development LLC & Rockford Homes
Subdivision Type: Single Family Residential Community
Location: West and East of North Road, south of Shanahan Road
Current Land Use: Vacant
Zoned: Single Family Planned Residential (SFPRD)
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy
Engineer: EMH & T

II. Staff Comments

North Farms is a large residential subdivision located just south of Shanahan Road and on both sides of North Road. To the east is the railroad and to the west is land owned by Olentangy Local Schools. Shanahan Middle School, Heritage Elementary School and Olentangy High School and their recreational facilities are located there.

Two accesses are located along North Road, with each access point forming entrances both to the east and west. An additional access is located on Shanahan Road. Internal roads circulate throughout the site. To the west, residences are arranged in “blocks” while the east side includes a more curvilinear street with numerous cul-de-sacs pointing toward the railroad. Open space is located around the periphery of each development area, resulting in more than 30 acres of undeveloped land, or just under 25% of the overall acreage. Buffers are

provided around existing homes on North Road.

The overall development is divided into ten sections, with the first section being on the west side of North Road at the southern end of the property. All proposed improvements for and along North Road are to be made with Section 1. Improvements along Shanahan Road, including ditch setback and turn lanes are deferred to Section 6, which includes the access to Shanahan, or July 2016. Sidewalks are required along the existing roads and along all new streets. According to the zoning plan, three pedestrian accesses will be built toward the Olentangy property to the west.

A technical review was held on January 21, 2014, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **North Farms** to the DCRPC.

Commission / Public Comments

Mr. Jeff Strung with EMH & T was present along with Mr. Corey Theurekauf of Rockford Homes to answer questions from the Commission.

Mr. O'Brien questioned the phasing and if a temporary walking path along the western boundary would be constructed for safer travels for the school children. Mr. Strung said they would work with the Township on a solution. Possibly a temporary easement that could be vacated after completion of the sections along the western edge. Mr. Farahay stated that there would be a 10' asphalt side walk along the length of the development.

Mr. Stites made a motion for Preliminary Approval of North Farms. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (none)

Final

02-14 Bartholomew Lake Estates, Lot 1055 Easement vacation – Liberty Twp. - 0 lots/0 ac.

I. Conditions

Applicant: Shaun & Julie Gregoire
Subdivision Type: Single Family Residential
Location: east side of Cove Point Court, west of Jewett Rd.
Current Land Use: Vacant
Zoned: Planned Residential District
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy Local Schools
Engineer: Pomeroy Assoc.

II. Staff Comments

Lot 1055 is an unbuilt parcel in the Bartholomew Lake Estates subdivision. In order to build the desired home on the lot, the owners need to move an easement that was created with the original 1987 plat. The applicant is using a new process created by the Regional Planning Commission for the vacation of easements that are created by subdivision plats. This only applies to easements that are general in nature and do not refer to a specific utility or to county use, which can be vacated through the County Commissioners.

Notice for this action was provided and the easement, primarily needed for drainage purposes, has been reviewed by the County Engineer. No utilities contacted the RPC offices. Since a new easement must be recorded before this easement can be vacated, staff is requesting a Conditional Approval, subject to confirmation that the new easement has been recorded.

The applicant has presented to the RPC Office a Survey and Legal Description, a requirement for this process.

III. Staff Recommendation

Staff recommends *Conditional Final Approval* of **Bartholomew Lake Estates, Lot 1055 Easement vacation** to the DCRPC, *subject to the RPC office receiving confirmation that the new easement has been recorded.*

Commission / Public Comments

Mr. Dave McCoy with Pomeroy Assoc. was present. He stated that they would provide a recorded easement prior to RPC signature.

Mr. Gunderman made a motion for Conditional Final Approval, subject to the RPC office receiving confirmation that the new easement has been recorded. Mr. Farahay seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

CONSENT AGENDA

Final

07-13 Highland Lakes North, Section 5, Part 4 – Genoa Twp. - 02 lots / 0.835 acres

I. Conditions

Applicant: South Delaware Investments
Subdivision Type: Single Family Residential
Location: north and south side of Augusta Drive, east of proposed Sanctuary Drive
Current Land Use: Vacant
Zoned: Planned Residential District
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy Local Schools
Engineer: Watcon Engineering

II. Staff Comments

This proposal extends Augusta Drive approximately 100 feet from its current terminus. This extension will allow for the future development and connection of this property to the Sanctuary at the Lakes subdivision which has received Preliminary Plan approval. The proposed plat includes two residential lots on both sides of the street.

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 Recommendation

Staff recommends *Final Approval* of **Highland Lakes North, Section 5, Part 4** to the DCRPC.

Commission / Public Comments

Mrs. Foust made a motion for Final Approval of Highland Lakes North, Section 5, Part 4. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

13-13 Olentangy Crossings South, Sec. 2, Lot 7489, Division #1 – Orange Twp. - 02 lots / 05.569 acres

I. Conditions

Applicant: Continental Olentangy Crossings LLC
Subdivision Type: Commercial
Location: west side of US 23, south of Coal Bend
Current Land Use: Vacant
Zoned: Planned Commercial (PC)
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy
Engineer: Site Engineering Inc.

II. Staff Comments

This is a two-lot subdivision to provide for the immediate development of a McDonald's restaurant, with the

remainder to be developed in the future. This parcel was platted with Olentangy Crossings South and according to the Subdivision Regulations must be platted to be divided. The McDonald's site will take access off Pointe Buff Drive, a private road which has a right-in/right-out on U.S. 23. It also takes access from Artesian Run to the west, which allows entry from the signal at Coal Bend/Lewis Center Road. The entry drive from Artesian Run allows shared access to the site to the north approximately 120 feet from the intersection with Artesian. This will reduce the number of curb cuts.

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 Recommendation

Staff recommends Approval of the Final Plat for **Olentangy Crossings South, Sec. 2, Lot 7489, Division #1** to the DCRPC.

Commission / Public Comments

Mrs. Foust made a motion for Final Approval of Olentangy Crossings South, Sec. 2, Lot 7489, Division #1. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

19-02.2.B.1 Alum Crossing, Section 2, Phase B, Part 1 – Orange Twp. - 11 lots / 04.475 acres

I. Conditions

Applicant: Rockford Homes, Inc.
Subdivision Type: Single-family Residential
Location: West side of S. Old State Road, 4000' north of Orange Road, Orange Twp.
Current Land Use: Agriculture
Zoned: Single Family Planned Residential District, (SFPRD)
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy
Engineer: Sands Decker Ltd.

II. Staff Comments

Alum Crossing includes 97 single-family lots on 50.8 acres on the west side of S. Old State Road between the Village at Alum Creek (to the north) and the Glen Oak development (to the south). Section 2 Phase B Part 1 includes 11 lots in the northwestern part of the subdivision. It will include the extension of Orangelake Drive, allowing a cross-connection to an existing portion of the neighborhood.

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 Recommendation

Staff recommends *Final Approval* of the **Alum Crossing, Section 2, Phase B, Part 1 Subdivision**, to the DCRPC.

Commission / Public Comments

Mrs. Foust made a motion for Final Approval of Alum Crossing, Section 2, Phase B, Part 1. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

01-13.A Estates of Glen Oak, Section 5, Phase A – Orange Twp. - 31 lots / 11.716 acres

I. Conditions

Applicant: Dominion Homes, Inc.
Subdivision Type: Single Family Residential
Location: south side of Sunflower St, west of Blue Holly Dr.
Current Land Use: vacant
Zoned: Single Family Planned Residential District (SFPRD)
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy
Engineer: Stantec Consulting Service, Inc., Kevin Kershner

II. Staff Comments

Glen Oak and Estate of Glen Oak began platting in October, 2002. This plat and the undeveloped area to the west were reconfigured to a new layout in February, 2013. The revised layout changed the orientation of several of the building sites by providing additional north/south streets. This results in houses that will have an east/west orientation, preventing houses from backing up to the Orange Township Park and high tension lines to the south. This plat includes Scarlet Avenue and Ivy Street, both connecting to Blue Holly Drive, as well as the extension of Lilly Place from the existing section to the north.

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 Recommendation

Staff recommends Final Approval of Estates of Glen Oak, Section 5, Phase A to the DCRPC.

Commission / Public Comments

Mrs. Foust made a motion for Final Approval of Estates of Glen Oak, Section 5, Phase A. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VI. OTHER BUSINESS

- **Consideration for Approval: Transfer of appropriation in the amount of \$885 from 5001 Salary to 5101 Benefits (2013 Budget)**

This action is needed in order to balance the 2013 RPC budget. Due to the first deduction of health insurance for 2014 being taken in December 2013, there needed to be a transfer of appropriation of \$885 from 5001 Salary account to 5101 Benefit account. This transfer was recommended by the Executive Committee in December. This action did not change the total amount budgeted for 2013 but only in which category it was budgeted in.

Mr. Farahay made a motion to Approve the Transfer of appropriation in the amount of \$885 from 5001 Salary to 5101 Benefits for the 2013 Budget. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VII. POLICY / EDUCATION DISCUSSION *(none)*

VIII. RPC STAFF AND MEMBER NEWS

- Director Evaluation

Mr. O'Brien explained that the Executive Committee completed the Director's evaluation. A summary of that review is in the January 22nd Executive Committee minutes. The full evaluation is available in the RPC office.

Having no further business, Mr. Sedlacek made a motion to adjourn the meeting at 7:25 p.m. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, February 27, 2014, 7:00 PM at the Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.

Ken O'Brien, Chairman

Stephanie Matlack, Executive Administrative Assistant