



Delaware County Regional Planning Commission

109 North Sandusky Street
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www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, February 27, 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 January 30, 2014 RPC Minutes
- Executive Committee Minutes of February 19, 2014
- Statement of Policy

II. VARIANCES *(none)*

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

IV. SUBDIVISION PROJECTS

Township

Lots/Acres

Preliminary

27-03.2.A	Northstar, Section 2, Phase A	Berkshire	10 lots / 06.07 acres
20-13	Harvest Point	Liberty	38 lots / 35.14 acres
03-14	The Inn at South Old State	Orange	02 lots / 15.75 acres

Preliminary/Final *(none)*

Final *(none)*

T=TABLED, W=WITHDRAWN

V. EXTENSIONS *(none)*

VI. OTHER BUSINESS

- Consideration for Approval: 2014 Liability Insurance, \$7,202.00
- Appointment of Nominating Committee for Executive Committee members

VII. POLICY / EDUCATION DISCUSSION *(none)*

VIII. RPC STAFF AND MEMBER NEWS *(none)*

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, Susan Kuba, Ric Irvine, Fred Fowler, Gary Merrill, Ken O'Brien, Gary Gunderman, Tom Hopper, Dave Stites, Holly Foust, Tom Farahay, Teresa Watkins, Charlie Callender, Bonnie Newland, Mike Dattilo, and Doug Price. *Alternates:* Adam Howard, John Piccin, Jack Smleker and James Hatten. Arrived after roll call: Joe Clase. *Staff:* Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the January 30, 2014 RPC Minutes**

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

▪ **February 19, 2014 Executive Committee Minutes**

1. Call to order

Chairman O'Brien called the meeting to order at 9:00 p.m. Present: Ken O'Brien, Tiffany Jenkins, Dave Stites. Absent: Jeff George and Susan Kuba. Staff: Scott Sanders and Stephanie Matlack.

2. Approval of Executive Committee Minutes from January 22, 2014

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

3. New Business

- Financial / Activity Reports for January 2014

REGIONAL PLANNING RECEIPTS		January	YTD TOTAL
General Fees (Lot Split)	(4201)		
Fees A (Site Review)	(4202)	\$300.00	\$300.00
Insp. Fees (Lot Line Transfer)	(4203)	\$200.00	\$200.00
Membership Fees	(4204)	\$58,934.00	\$58,934.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)		
Assoc. Membership	(4206)		
General Sales	(4220)		
Charges for Serv. A (Prel. Appl.)	(4230)	\$25,200.00	\$25,200.00
Charges for Serv. B (Final. Appl.)	(4231)	\$4,400.00	\$4,400.00
Charges for Serv. C (Ext. Fee)	(4232)	\$150.00	\$150.00
Charges for Serv. D (Table Fee)	(4233)		
Charges for Serv. E (Appeal/Var.)	(4234)	\$300.00	\$300.00
Charges for Serv. F (Planned District Zoning)	(4235)		
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)		
Soil & Water Fees	(4243)	\$400.00	\$400.00

MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A			
Other Misc. Revenue (GIS maps)	(4730)		
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$89,884.00	\$89,884.00

Balance after receipts	\$545,664.08
Expenditures	- \$ 22,965.84
End of January balance (carry forward)	\$ 522,698.24

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

- Site Review
 - 1.) The Inn at South Old State – Orange Twp. – 2 lots / 15.75 acres

- February RPC Preliminary Agenda
 - 1.) Rezoning: *none to date*
 - 2.) Variance: *none*
 - 4.) Preliminary:
 - Northstar, Section 2, Phase A – Berkshire Twp. – 10 lots / 6.072 acres
 - Harvest Point – Liberty Twp. – 38 lots / 35.14 acres
 - The Inn at South Old State – Orange Twp. – 2 lots / 15.75 acres
 - 5.) Preliminary/Final: *none*
 - 6.) Final: *none*
 - 7.) Extension: *none*

- Director’s Report
 - 1.) Liberty Twp. – Zoning Code update – will check with Holly Foust on moving forward.
 - 2.) Berlin Twp. – Ken Baker, Zoning Officer brought a copy of the Zoning Code with items to be corrected by 02/28/14 meeting.
 - 3.) Sunbury – finalizing Comprehensive Plan.
 - 4.) Concord Twp. – moving forward on the Comprehensive Plan update.
 - 5.) Oxford Twp. – requested to update their Zoning Code using free hours, probably to start in late fall.
 - 6.) Union County plat – Jerome Village plat with open space in Delaware County will need RPC director signature, researching procedure.
 - 7.) Tourism Bureau – funded strictly through bed tax, working to get Polaris area bed tax funds.
 - 8.) Bill Lafayette is currently contracted by Delaware County to do an economic study to which Mr. Sanders provided population breakdown in multiple tiers and graphics.
 - 9.) County Facility Study – reviewed the Study presentation information, Mr. Sanders will make contact with the County Administrator to discuss recommendations that impact the RPC.
 - 10.) Contract overtime – Mr. Sanders presented the Committee with a request to be compensated for contract over time completed in 2013, in accordance with the adopted “Bonus Policy.” The policy was discussed and Mr. O’Brien asked that the discussion be postponed until next month

when hopefully all Executive Committee members were present. He also asked that Mrs. Huston from the Personnel office attend for more information. Mr. Sanders will review with Mrs. Huston and check on her availability.

11.) Outlet mall – discussion as to the procedural timeline.

4. Old Business *(none)*

5. Other Business

- Consideration for recommendation of Approval: Liability Insurance \$7,202.00

Mrs. Jenkins made a motion to recommend Approval of the Liability Insurance for \$7,202.00. Mr. Stites seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

6. Personnel *(none)*

7. Adjourn

Having no further business, Mr. Stites made a motion to adjourn the meeting at 11:00 a.m., seconded by Mrs. Jenkins. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, March 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 *(none)*

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

IV. SUBDIVISION PROJECTS

Preliminary

27-03.2.A Northstar, Section 2, Phase A – Berkshire Twp. - 10 lots / 06.07 acres

I. Conditions

Applicant: Northstar Lot Development LLC
Subdivision Type: single family residential
Location: south side of Wilson Rd., east of Twin Green Avenue
Current Land Use: Vacant
Zoned: Planned Residential Development (PRD)
Utilities: Del-Co water and public sanitary sewer
School District: Big Walnut Local School
Engineer: Terrain Evolution

II. Staff Comments

Northstar, Section 2, Phase A previously received Preliminary Approval on December 22, 2011. That approval expired in December, 2013.

The subdivision is a 10-lot residential phase at the northern end of Berkshire Township. These lots are accessed via a street named Great Lie Drive. This road is accessed by Twin Green Avenue, which eventually connects to Wilson Road. Twin Green Avenue will be built with a future phase of Northstar, either prior to Section 2, Phase A being built, or concurrently with this phase. This subdivision also includes a 1.163-acre open space area which will serve as a drainage area for additional future development to the northeast.

A technical review was held on December 13, 2011, after which the applicant has addressed all of the required changes. The project was discussed at the technical review meeting on February 18, 2014, and there were no other issues.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Northstar, Section 2, Phase A** to the DCRPC.

Commission / Public Comments

Mr. Thom Ries with Terrain Evolution was present to represent the applicant.

Mrs. Foust made a motion for Preliminary Approval of Northstar, Section 2, Phase A. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

20-13 Harvest Point – Liberty Twp. - 38 lots / 35.14 acres

I. Conditions

Applicant: Crown Ridge Investment LLC, c/o Rockford Homes

Subdivision Type: single family residential

Location: west side of Steitz Rd., north of Home Rd.

Current Land Use: Vacant

Zoned: Planned Residential Development (PRD)

Utilities: Del-Co water and public sanitary sewer

School District: Olentangy Local Schools

Engineer: EMH & T

II. Staff Comments

Harvest Point is a 38-lot residential subdivision with an access to Steitz Road. To the west is a large detention pond used as part of the Scioto Reserve sanitary treatment system. To the south are large lots with frontage on Home Road. To the north is 49 acres of undeveloped land and a 34.5-acre tract which has a similarly-approved zoning plan and layout.

This project indicates an entrance road turning to the southwest and ending in a cul-de-sac. A second road provides frontage for 15 lots to the south, also ending in a cul-de-sac. A connection is provided to the north. No other connections are available due to the surrounding development. Internal roads will have sidewalks and a bike path is located along Steitz Road. A Fair Share contribution for improvements to Steitz Road has been agreed to by the developer.

The development provides 16.4 acres or 46% open space. All but three of the building lots are adjacent to the open space.

A technical review was held on December 10, 2013, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Harvest Point** to the DCRPC.

Commission / Public Comments

Mr. Jeff Strung with EMH & T was present.

Mrs. Foust made a motion for Preliminary Approval of Harvest Point. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

03-14 **The Inn at South Old State – Orange Twp. - 02 lots / 15.75 acres**

I. Conditions

Applicant: Strait Real Estate LLC
Subdivision Type: Elderly housing
Location: East side of South Old State Rd., north of East Powell Rd.
Current Land Use: Vacant
Zoned: Planned Elderly Residential District (PERD)
Utilities: Del-Co water and public sanitary sewer
School District: Olentangy
Engineer: EMH & T

II. Staff Comments

The Inn at South Old State is a project that was zoned under Orange Township’s new Planned Elderly Residential District zoning. It allows for an assisted living facility with beds for a maximum of 101 residents.

The plan indicates a boulevard entrance from South Old State which aligns with Bear Trail to the west. This will be a public road, Hayworth Drive, which will form a T intersection after it enters the site, with a new road, Monroe Drive, extending to the north and south. This road configuration is the result of conversations with the RPC and County Engineer during the zoning process as well as the subdivision process. It will allow access for future development for property south and north, neither of which would be allowed to have independent access to South Old State. The road will not be built all the way to the northern parcel line, although right-of-way will be dedicated. A paved emergency access to South Old State Road will be located at the northern property line.

The site will include a single building, built in an initial phase that allows expansion of a wing to the east. The site also includes a detention and 5.4 acres of open space which is adjacent to existing sections of Walker Wood to the east. Land between Monroe Avenue and South Old State, “Lot 1,” is open space that will be heavily landscaped.

The county is planning significant improvements to South Old State Road in the near future (starting in 2015 or 2016). The intersection may or may not be signalized with the county’s improvements. Developer improvements will include a Fair Share contribution toward these roadway improvements.

A technical review was held on February 18, 2014, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **The Inn at South Old State** to the DCRPC.

Commission / Public Comments

Mr. Jeff Strung with EMH & T was present.

Mr. Farahay made a motion for Preliminary Approval of The Inn at South Old State. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (none)

CONSENT AGENDA

Final (none)

V. EXTENSIONS (none)

VI. OTHER BUSINESS

- Consideration for Approval: 2014 Liability Insurance, \$7,202.00

Mr. Merrell made a motion to Approve the expenditure for Liability Insurance to Rinehart Walters for \$7202.00 Mr. Clase seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Appointment of Nominating Committee for Executive Committee members

Mr. O'Brien appointed Mr. Joe Clase, Mr. Farahay, Mr. Fowler and Mrs. Newland to the Nominating Committee. If you are interested in serving on the Executive Committee please see one of these Commission members. The vote will take place at the March 27th RPC meeting.

VII. POLICY / EDUCATION DISCUSSION (none)

VIII. RPC STAFF AND MEMBER NEWS (none)

Having no further business, Mrs. Kuba made a motion to adjourn the meeting at 7:15 p.m. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, March 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