



Delaware County Regional Planning Commission

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www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, September 17, 2009 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 August 27, 2009 RPC Minutes
- Executive Committee Minutes of September 9, 2009
- Statement of Policy

II. VARIANCES *(none)*

III. ZONING MAP/TEXT AMENDMENTS

13-09 ZON Romanelli Investments LLC – Genoa Twp. – 1.47 acres – PD-2 Final development plan
14-09 ZON Jamie Brandt – Berkshire Twp. – 5.01 acres from A-1 to FR-1

IV. SUBDIVISION PROJECTS

Preliminary

		Township	Lots/Acres
04-09	The Estates of River Run	Liberty	10 lots / 16.454 acres
07-09	Deer Creek Farms	Liberty	02 lots / 21.681 acres
08-09	Deerfield Farms	Liberty	04 lots / 16.474 acres

Preliminary/Final *(none)*

Final *(none)*

T=TABLED, W=WITHDRAWN

V. EXTENSIONS *(none)*

VI. OTHER BUSINESS *(none)*

VII. POLICY / EDUCATION DISCUSSION *(none)*

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

I. ADMINISTRATIVE BUSINESS

▪ **Call to Order**

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

▪ **Roll Call**

Representatives: Jeff George, Fred Fowler, Todd Hanks, Ken O'Brien, Gary Gunderman, Joe Clase, Dave Stites, Holly Foust, Marvin Miller, Eric Fischer, Bonnie Newland, and Mike Datillo. *Alternates:* Ray Armstrong, Tiffany Jenkins, Doug Riedel, Tom Farahay, and James Hatten. *Arrived after roll call:* Lloyd Shoaf. *Staff:* Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the August 27, 2009 RPC Minutes**

Mr. O'Brien made a motion to approve the minutes from the previous meeting. Mr. Clase seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **September 9, 2009 Executive Committee Minutes**

1. **Call to order**

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

2. **Approval of Executive Committee Minutes from August 19, 2009**

Mr. Gladman made a motion to approve the minutes of the last meeting. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. **New Business**

a. Financial / Activity Reports for August 2009

REGIONAL PLANNING RECEIPTS		AUGUST	YTD TOTAL
General Fees (Lot Split)	(4201)	\$205.00	\$2,665.00
Fees A (Site Review)	(4202)	\$300.00	\$700.00
Insp. Fees (Lot Line Transfer)	(4203)	\$100.00	\$1,000.00
Membership Fees	(4204)		\$231,851.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$1,558.59	\$13,255.18
Assoc. Membership	(4206)		\$0.00
General Sales	(4220)	\$3.00	\$624.05
Charges for Serv. A (Prel. Appl.)	(4230)		\$13,641.80
Charges for Serv. B (Final. Appl.)	(4231)		\$13,780.30
Charges for Serv. C (Ext. Fee)	(4232)	\$150.00	\$600.00
Charges for Serv. D (Table Fee)	(4233)		\$800.00
Charges for Serv. E (Appeal/Var.)	(4234)	\$300.00	\$900.00
Charges for Serv. F (Planned District Zoning)	(4235)		\$900.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$100.00	\$1,060.00
Soil & Water Fees	(4243)	\$125.00	\$1,075.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$2,404.00
Other Reimbursements A			\$0.00
Other Misc. Revenue (GIS maps)	(4730)		\$342.40

Misc. Non Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		\$1,421.00
TOTAL RECEIPTS		\$2,841.59	\$287,019.73

Balance after receipts **\$107,087.72**
Expenditures **- \$ 19,963.39**
End of August balance **\$ 87,124.33**

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

- b. September RPC Preliminary Agenda – includes 1 zoning map / text amendment, 3 Preliminary applications.
- c. Director’s Report
 - 1.) Contract billing to date

Twp.	Contract amount	Free hours remaining	Billed to date	Remaining on contract
Berlin	\$10,000.00	0	\$4,741.41	\$5,258.59
Genoa	\$10,000.00	55	\$1,509.83	\$8,490.17
Kingston	\$8,000.00	0	\$2,731.52	\$5,268.48
Orange	\$18,000.00	6.88	\$4,885.57	\$13,114.43

- d. 2009-2010 Financial review – Mr. Sanders projected that with the current cash balance and an average of \$3,000 revenue per month and \$21,000 in monthly expenditures, the cash carry forward into 2010 would be approximately \$15,820. The Executive Committee would be reviewing the first draft budget at the October 21st meeting.

4. **Old Business** (none)

5. **Other Business** (none)

6. **Personnel** (none)

7. **Adjourn**– Having no further business, *Mr. Burke made a motion to adjourn the meeting at 9:15 a.m. Mr. O’Brien seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

The next regular Executive Committee meeting will be Wednesday, October 21, 2009 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

13-09 ZON Romanelli Investments LLC – Genoa Twp. – 1.47 acres –PD-2 Final Development Plan

I. Location: 7140 State Street, just north of the City of Westerville limits on S.R. 3

II. Conditions

Present Zoning: Planned Commercial-Office District (PD-2)

Proposed Zoning: Final Development Plan

Present Use: One building with a Tuffy Muffler

Proposed Use: One additional building for a Veterinary Clinic

School District: Westerville

Utilities Available: Del-Co Water, Public Sewer

III. Surrounding Land Use

Directly north and west is Eastlawn Memory Gardens. East is S.R. 3/State Street with the UDF retail strip beyond. To the south is 925 N. State Street, an outbuilding retail center in the Meijer development. It is also in the City of Westerville.

IV. General Comments

Six years ago, the applicant requested an automotive center with three structures. At that time, the staff and Commission recommended that the uses be combined into no more than two buildings. Since that time, one building (Tuffy Muffler) has been built. The applicant is now requesting a change in the development plan (or Final Development Plan approval) to allow for a second, 7,180 s.f. building for veterinary use. The plan utilizes the current full access on Route 3 and a connection with the parking lot of the adjacent development to the south. Landscaping and lighting plans have been submitted.

V. Conformance with Development Standards

The following are issues within the listed development standards of the Planned Commercial and Office District:

- 1) **Use:** The Genoa Township code lists “medical” under permitted principal uses and further describes that “all businesses shall be of a retail or service character.” While veterinary uses are not specifically mentioned in this district, they do fall under the “Other Services” section of the North American Industry Classification System. Veterinary offices are a conditional use in the Community Business district, provided it is 500 feet from any residential area or existing dwelling.

Staff Recommendation: The use is appropriate for this zoning district and meets the criteria for a conditional use in the Community Business district. Therefore, it is an appropriate use.

- 2) **Tract size:** The Planned Commercial-Office District has a 5-acre minimum lot size, which is larger than the 1.47 site. The site is a non-conforming size, which affects its ability to be expanded with a more intense number of uses.

Staff Recommendation: Adjacent tracts are commercial; this is a reasonable expansion on an existing commercial lot.

- 3) **Road frontage:** The code requires the minimum frontage on a public or private street or Common Access Driveway. The development plan indicates a “future property line” which would provide this lot with half the entrance drive but less than 60 feet.

Staff Comment: The applicant should check with Township Zoning for frontage requirements in the PD-2 district and also with the RPC’s platting process to determine the best approach for creating two lots, if that is the intention.

- 4) **Off-street Loading Divergence:** The applicant is seeking a divergence from the requirement for off-street loading areas. The end-user indicates the use of smaller delivery trucks of short duration and that such off-street loading area is not necessary.

Staff Comment: This is a valid issue, but the township should consider the fact that the use may change over time. Given that consideration, however, the main east-west drive could be utilized occasionally for such uses while still providing emergency services to use the Tuffy drive if necessary.

- 5) **Sign Divergence:** The applicant is seeking a divergence from the sign code, which allows one identification, freestanding, or wall/window sign. It appears from the development plan and other drawings and text that the existing identification sign at S.R. 3 will identify the existing and proposed uses and the building itself will include one wall sign.

Staff Recommendation: This issue has been raised in other commercial development reviews in the township. While it is important to minimize sign clutter, the township should discuss multi-tenant developments and locations where commercial uses are not adjacent to a main thoroughfare. In this application, if the existing sign identifies both businesses and the proposed building has one wall sign, staff recommends approval of the divergence. However, a sign plan including lettering and colors should be submitted to the township.

- 6) **Activity outside the building:** The applicant seeks a divergence from the section requiring all business activity to be conducted within a completely enclosed building. The proposed building includes a fenced, outdoor exercise area for pets temporarily housed on the property.

Staff Comment: Based on the surrounding commercial uses and distance to the nearest residential uses, this is a reasonable request. However, the township should seek an agreement that any pet housing shall be temporary and that the business shall not offer regular boarding services.

VI. DCRPC Staff Recommendation

Staff recommends **Conditional Final Development Plan Approval** in the PD-2 zone to the DCRPC, the Genoa Township Zoning Commission and the Genoa Township Trustees, *subject to the following staff recommendations:*

- 1) *The township review the applicant’s indication that a new lot will be created and discuss what process that will entail;*
- 2) *That loading and sign divergences be granted;*
- 3) *That the “activity within an enclosed building” divergence be granted with the commitment that the proposed use will not include regular boarding as one of its services.*

Commission / Public Comments

No one was present to represent the applicant.

Mr. Miller made a motion to recommend Conditional Approval of the application by Romanelli & Hughes, subject to staff comments. Mr. Gunderman seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. Clase). Motion carried.

14-09 ZON Jamie Brandt – Berkshire Twp. – 5.01 acres from A-1 to FR-1

I. Request

The applicant/optionee, Jamie Brandt, is requesting a 5.01-acre rezoning from A-1 to FR-1 to allow the lot to be split into two residential lots.

II. Conditions

Location: east of 6440 Dustin Road, Berkshire Township

Present Zoning: Agricultural (A-1)

Proposed Zoning: Farm Residential (FR-1)

Present Use(s): One single-family house

Proposed Use(s): Two single-family house lots

Existing Density: 1 du / 5 acres

Proposed Density: 1 du / 1.95 acres

School District: Big Walnut Local School District

Utilities Available: Del-Co Water and private on-lot treatment systems

Critical Resources: none

Surrounding land uses: Agriculture and residential 5-acre lots

Soils: BeA Bennington Silt Loam 0-2% slope

BeB Bennington Silt Loam 2-4% slope

PwA Pewamo Silty Clay Loam 0-1% slope

III. Issues

This is a straight district rezoning, so no development plan is required although a sketch has been provided. The land is currently undeveloped with no structures built on the site. The proposed rezoning will be following by an NPA Lot Split request for a new 1.595-acre lot and a new 1.953-acre lot. Additional acreage out of each lot is proposed to be granted to the County Commissioners.

Based on sight distance, the parcel's proximity to I-71 and Dustin Road's elevation along a portion of the lot, the access point for both driveways shall be shared at a point along the western edge of the new western lot. The new lots will have to meet zoning requirements for setbacks and lot size, unless a variance has been granted.

The applicant should consult with the Health District to ensure that there is adequate area for on-lot waste treatment systems.

The 2008 Berkshire Township Comprehensive Plan shows the proposed site as Residential on 2-acre lots without sewer, or 1.25 units per acre if sewer is extended.

IV. Staff Recommendations

Staff recommends **Approval** of this rezoning case from A-1 to FR-1 for Jamie Brandt to the DCRPC, the Berkshire Township Zoning Commission and the Berkshire Township Trustees.

Commission / Public Comments

No one was present to represent the applicant.

Mr. Clase questioned whether the applicant should acquire additional land before they rezone so as not to need a variance for lot size. Mr. Sanders said he could, but that was an issue for the BZA. Mr. Clase asked if a motion could be made subject to the applicant receiving the variance first. Mr. Miller said that the Commission is only requested to review the rezoning application. The lot split application is not being requested yet.

Mr. Miller made a motion to recommend Approval of the rezoning application for Jamie Brandt. Mr. Fischer seconded the motion. VOTE: Majority For, 2 Opposed (Mr. Clase and Mr. Hanks). Motion carried.

IV. SUBDIVISION PROJECTS

Preliminary

04-09 The Estates of River Run – Liberty Twp. – 10 lots / 16.45 acres

I. Conditions

- Applicant:** Margello Development, Co.
- Subdivision Type:** Single Family Residential
- Location:** South side of Powell Road, north of Riverway Run
- Current Land Use:** vacant, woods and underbrush
- Zoned:** FR-1 (Farm Residential)
- Utilities:** Del-Co Water, public sanitary sewer
- Soils:** GwB – Glynwood silt loam, 2-6% slope
LyE2 – Lybrand silt loam, 18-25% slope
- School District:** Olentangy
- Engineer:** Civil Design Engineering, Inc.

II. Staff Comments

The Estates of River Run is a 10-lot subdivision that will extend Riverway Run (a private street) to access ten single-family lots. Lots range in size from 1.147 acres to 2.209 acres. The road ends to the north in a cul-de-sac. An existing access easement will be placed on the plat allowing an offsite parcel to access Riverway Run.

Based on the topography and location of jurisdictional waters, two water detention structures are placed within the front yard setbacks, which require conditional use approval from the township Board of Zoning Appeals. A third structure is in a backyard to the east. Conservation easements are provided on the east side of the project (up to 50 feet in some locations) and on the west side (up to 15 feet). Staff requested a 50-foot buffer on the west side to be consistent with River Run. However, much of the significant tree growth is on the east side and the western trees are of lower quality. Additional conservation and drainage easements will be placed across all streams. The conservation easements and the drainage easements will be managed by the Soil and Water Conservation District.

A 16'-wide emergency access shall be built, extending to W. Powell Road. When this access is in place, River Run subdivision's existing emergency access onto St. Rt. 315, located to the south of this subdivision, may be

vacated, as stated on the River Run plat. ODOT issued a temporary permit for this access that specifies it will be removed after an alternate access is provided to Powell Rd. through the applicant's property. After the Technical Review Committee meeting, it was noted to staff that the drive will be a gravel base with topsoil planted with grass. The Fire Department has approved this configuration, as long as a letter is on file committing to "maintain the drive during inclement weather."

Staff questions whether this is sufficient for safety purposes given the fact that the gravel emergency drive to S.R. 315 has been questionable as to its effectiveness since it was built. The Liberty Township Fire Department issued a letter earlier this year to the River Run developers notifying them that driveway was unacceptable and needed to be repaired and maintained properly. To date, Liberty Township is aware of no efforts having been made to comply. Staff also questions what specific maintenance measures will be in place during winter months and whether the option of a paved drive is the only true way to assure the access remains safe and maintained.

The Technical Review meeting also made the developer aware that prior to final plat approval, setback variances from the Liberty Township BZA will be needed for the 4 lots on the cul-de-sac and conditional use approval will be required for the 2 front yard water impoundments through the township. Also, the RPC will require confirmation that the developer has, in fact, made an agreement with DCSWCD to hold and maintain the conservation easements.

Surrounding development includes Deer Run to the west in the City of Powell (3/4-acre lots), River Run to the south (1+ acre lots) and assorted lots to the east with frontage on 315.

A technical review was held on September 8, 2009, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **The Estates of River Run** to the RPC.

Commission / Public Comments

Mr. David Ison, attorney, along with Mr. Vincent Margello and Mr. Samiac of CDE were present to answer questions from the Commission. He explained that the Fire Department has walked the area and approved of the configuration of the emergency access road.

Mr. Bob Bailey, resident of Deer Run and representing the HOA was present. He explained that the residents of Deer Run want to preserve some of the tree line along the west side of this project. Their subdivision was created in 1988 in a time that developers tended to take out all the trees lines. As in River Run Subdivision, the neighbors are requesting a 50-foot tree preservation easement (also called a NCZ-no cut zone) along the west side of The Estate of River Run. The adjacent homeowners are also requesting that evergreen bushes/trees be planted on the west side of the emergency access road and a NCZ be established for 25 feet on the east side of that emergency road.

Mr. Ison stated that the current plan includes a 15' tree preservation easement where it is available. He explained that these lots are significantly larger than lots in Deer Run and River Run Subdivision. They are willing to protect the trees through deed restrictions. There are no regulations requiring anything more than that. He feels the Deer Run residents can buffer their property by planting their own screening. Mr. Bailey believes that their trees were taken out when utilities were installed which tended to be the norm for that time.

Dr. Sugat Patel, resident of Deep Run, believes that 50' is the minimum area to enforce the no cut zone. The

majority of the trees in this area are mature and would create the desired buffer.

Mr. Hanks asked if 50' were the minimum they would be comfortable with. Mr. Patel explained that when working with River Run, they originally asked for 75' but compromised on 50' and would like to see that continue through this development.

Mr. Glen Dugger noted that he is an attorney representing the property owner on the southwest corner of Powell Road and SR 315. His client recently acquired the property and is seeking the possibility of more than the proposed 15' access easement from the Estates of River Run to his property for better connectivity.

Mr. Vincent Margello (1900 W. Powell Rd.) explained that he purchased this property from the Fenstermaker Estate. At that time, one brother owned the 13-acre neighboring tract and asked that Mr. Margello give him an easement so he would not have to exit out of his driveway onto Powell Road. The reason he only allowed the 15' easement is he did not want a road created through to develop another subdivision. With regards to the tree preservation easement, he explained that these will be estate lots that sell for \$280,000- \$350,000. He believes these lot buyers will most likely want to preserve the large trees. He also believes that the owners in Deer Run can plant their own trees as a buffer.

Mr. Fischer suggests that the 20' emergency pathway would be better paved and could also be utilized as a bike pathway.

Mr. Gunderman suggested a 50' NCZ except in the area of the emergency access and the two storm sewer areas. He said that if no one is in charge of maintaining the emergency access, it is not likely to happen. Mr. Gunderman believes that access should be paved. He also believes the connectivity to the property to the east is probably the most important thing for this board to address and should make that a priority. He stated he does not support this proposal in its current configuration.

Mr. Clase asked if a tree inventory was completed and submitted? Chairwoman Foust stated that there is nothing in the zoning code that would allow a no cut tree zone in the FR-1 district. It would only be enforceable by the developer until the HOA takes over. Then it is a private deed restriction.

Mr. Margello reminded the Commission that this proposed road including the emergency access is private and will be maintained by the HOA. He also explained that the only chance this emergency road would be used if there was a national emergency. Mr. Fischer did not agree. Mr. Margello said he was told by Sally Mirise that it would not be used unless there was some reason they could not get through on Jewett Road. Mr. Margello also believes the 13 acres next to his project should be a one home site.

Mr. Stites asked how the RPC could require a buffer when they cannot enforce it. He suggested that in good faith, this project owner work out a buffer agreement with the Deer Run neighbors.

Mr. Shoaf made a motion to recommend approval of The Estates of River Run. Mr. Miller seconded the motion. HAND VOTE: 13 For, 4 Opposed. Motion carried.

07-09

Deer Creek Farms – Liberty Twp. – 2 lots / 21.681 acres

I. Conditions

Applicant: Thornwood Taggart Road, LLC

Subdivision Type: Single Family Residential, Common Access Driveway
Location: East side of Taggart Road, 3,500 feet south of Hyatts Road
Current Land Use: Two single-family homes
Zoned: FR-1 (Farm Residential)
Utilities: Del-Co Water, on-site treatment
Soils: GwC2 – Glynwood silt loam, 6-12% slopes
GbB – Gallman silt loam, 2-6% slope
School District: Olentangy
Engineer: Hockaden and Associates

II. Staff Comments

Deer Creek Farms is an existing, 5-lot Common Access Driveway (CAD) with a reserve lot on which two lots are currently built. The CAD is built to the width and other standards as currently required and is paved. The applicant, which owns all lots in the subdivision, seeks to return the 40.767 acres to its unplatted state by vacating the un-built lots and transferring the acreage to the adjoining parcel, which the applicant also owns. When combined, new overall acreage will have frontage on Taggart Road. The transfer and any vacating as required by the Map Dept. shall be executed before the Final Plat will be signed.

A technical review was held on September 8, 2009, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Deer Creek Farms** to the RPC.

Commission / Public Comments

Mr. Tom Hart, attorney and the applicant Mr. Bob Yoakum were present.

Mr. Miller made a motion for Preliminary approval of Deer Creek Farms. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

08-09 **Deerfield Farms – Liberty Twp. – 4 lots / 21.681 acres**

I. Conditions

Applicant: Thornwood Taggart Road, LLC
Subdivision Type: Single Family Residential, Common Access Driveway
Location: East side of Taggart Road, approx.4,500 feet south of Hyatts Road
Current Land Use: Two single-family homes
Zoned: FR-1 (Farm Residential)
Utilities: Del-Co Water, on-site treatment
Soils: GwC2 – Glynwood silt loam, 6-12% slopes
GbB – Gallman silt loam, 2-6% slope
School District: Olentangy
Engineer: Hockaden and Associates

II. Staff Comments

Deerfield Farms is an existing, 4-lot Common Access Driveway (CAD) which splits into two separate drives on

which two lots are currently built. The CAD is built to the width and other standards as currently required, the end of each drive includes a turnaround and each is paved. The applicant, which owns the front lot that is attached to 25.304 acres of undeveloped land to the east, seeks to return the large acreage to its unplatted state by transferring the acreage to the adjoining parcel, which the applicant also owns. When combined, new overall acreage will have frontage on Taggart Road. The transfer shall be executed before the Final Plat will be signed.

A technical review was held on September 8, 2009, after which the applicant has addressed all of the other required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Deerfield Farms** to the RPC.

Commission / Public Comments

Mr. Tom Hart, attorney and the applicant Mr. Bob Yoakum were present.

Mr. Hanks made a motion for Preliminary approval of Deerfield Farms. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (none)

CONSENT AGENDA

Final (none)

V. EXTENSIONS (none)

VI. OTHER BUSINESS

- Mr. Clase reminded the Commission that all Delaware County public officials have received a survey regarding property maintenance. He asked that they encourage their jurisdictions to complete the form even if they are not in favor of it.

VII. POLICY / EDUCATION DISCUSSION (none)

VIII. RPC STAFF AND MEMBER NEWS (none)

Having no further business, Mr. Miller made a motion to adjourn the meeting at 8:20 p.m. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, October 29, 2009, 7:00 PM at the Delaware Hayes Services Building, 140 N. Sandusky Street, Conference Room G-35, Delaware, Ohio 43015.

Holly Foust, Chairperson

Stephanie Matlack, Executive Administrative Assistant