



Delaware County Regional Planning Commission

109 North Sandusky Street
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www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, September 29, 2011 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 August 25, 2011 RPC Minutes
- Executive Committee Minutes of September 21, 2011 and September 29, 2011
- Statement of Policy

II. VARIANCES *(none)*

III. ZONING MAP/TEXT AMENDMENTS

IV. SUBDIVISION PROJECTS

			Township	Lots/Acres
<u>Preliminary</u>				
04-11	T	Lake of the Woods No. 1, Lots 233,234 and 244, Div. #1	Genoa	03 lots / 08.136 acres
<u>Preliminary/Final</u> <i>(none)</i>				
<u>Final</u>				
18-04.2		Olentangy Falls, Section 2	Liberty	20 lots / 17.049 acres

T=TABLED, W=WITHDRAWN

V. EXTENSIONS

04-09		The Estates of River Run	Liberty	10 lots / 16.454 acres
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VI. OTHER BUSINESS

- Consideration for approval: Amended approval of Da-Wei Liou ESRI conference expenses
- Consideration for approval: \$3942.00 for Urban Wild Ltd. from OEPA grant funds

VII. POLICY / EDUCATION DISCUSSION

VIII. RPC STAFF AND MEMBER NEWS

I. ADMINISTRATIVE BUSINESS

▪ **Call to Order**

Chairwoman Foust called the meeting to order at 7:00 p.m.

▪ **Roll Call**

Representatives: Jeff George, Susan Kuba, Ric Irvine, Fred Fowler, Ken O’Brien, Tiffany Jenkins, Gary Gunderman, Tom Hopper, Joe Clase, Dave Stites, Holly Foust, Dick Gladman, Bill Thurston, Lloyd Shoaf, Charlie Callender, Bill Metzler, Bonnie Newland, and Mike Dattilo. Alternates: Mike Rogich, Doug Riedel and Susan Rasche. Arrived after roll call: Rick Sedlacek. Staff: Scott Sanders and Stephanie Matlack.

▪ **Approval of the August 25, 2011 RPC Minutes**

Mr. Shaof made a motion to approve the minutes of the August RPC meeting, seconded by Mr. Gunderman. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **September 21, 2011 Executive Committee Minutes**

1. **Call to order**

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

2. **Approval of Executive Committee Minutes from August 17, 2011**

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

3. **New Business**

a. Financial / Activity Reports for August 2011

REGIONAL PLANNING RECEIPTS		August	YTD TOTAL
General Fees (Lot Split)	(4201)		\$2,870.00
Fees A (Site Review)	(4202)		\$600.00
Insp. Fees (Lot Line Transfer)	(4203)	\$200.00	\$900.00
Membership Fees	(4204)		\$281,623.32
Planning Surcharge (Twp. Plan. Assist.)	(4205)		\$2,823.92
Assoc. Membership	(4206)		
General Sales	(4220)		\$828.18
Charges for Serv. A (Prel. Appl.)	(4230)	\$700.00	\$3,188.00
Charges for Serv. B (Final. Appl.)	(4231)	\$1,500.00	\$9,188.00
Charges for Serv. C (Ext. Fee)	(4232)	\$300.00	\$1,500.00
Charges for Serv. D (Table Fee)	(4233)		\$200.00
Charges for Serv. E (Appeal/Var.)	(4234)	\$300.00	\$2,400.00
Charges for Serv. F (Planned District Zoning)	(4235)		\$2,100.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$720.00	\$1,300.00
Soil & Water Fees	(4243)	\$125.00	\$825.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$124.82

Other Reimbursements A			\$0.00
Other Misc. Revenue (GIS maps)	(4730)		\$587.17
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$3,845.00	\$311,058.41

Balance after receipts	\$253,866.13
Expenditures	- \$ 18,128.21
End of August balance (carry forward)	\$235,737.92

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

- b. September RPC Preliminary Agenda
 - 1.) Site Review: none for September
 - 2.) Rezoning: none to date (9/14/11)
 - 3.) Variance: none for September
 - 4.) Preliminary: Lake of the Woods No. 1, Lots #233, 234, 244, Div. #1
 - 5.) Final: Olentangy Falls, Section 2
 - 6.) Extension: The Estates of River Run

- c. Director's Report
 - 1.) Staff was asked for a projection of future extensions/variances. Here is a list of those coming up in the next twelve months in the order of the month RPC action would be required.
 - October, 2011 - Cheshire Woods Estates (continuing to plat) needs a 1st variance for an extension
 - November, 2011 – Fiddler's Creek (initial plat) needs a 2nd variance for an extension
 - December, 2011 – Summerwood Lakes (continuing to plat) needs an extension
 - December, 2011 – Olentangy Falls (plat on this month's agenda)
 - January, 2012 – Alum Crossing (continuing to plat) needs 2nd variance and extension
 - January, 2012 – Clear Creek (initial plat) needs 2nd variance and extension
 - March, 2012 – Loch Lomond Res. Village (initial plat) needs extension
 - March, 2012 – Sherwood Hills (initial plat) needs 2nd variance and extension
 - April, 2012 – Orange Centre Drive (initial plat) needs 1st variance and extension
 - May, 2012 – Stirling Lakes (initial plat) needs 2nd variance and extension
 - May, 2012 – Estates of Glen Oak (continuing to plat) needs 1st variance and extension
 - July, 2012 – Sorrento at Highland Lakes (initial plat) needs 3rd variance and extension
 - August, 2012 – Derby Glen Farms (continuing to plat) needs extension
 - August, 2012 – Estates at Cheshire (continuing to plat) needs 1st variance and extension
 - August, 2012 – Estates at Sherman Lakes (initial plat) needs 4th variance and extension
 - 2.) Shawnee Hills – attended a meeting last night, next step is for Plan Update Committee to send the amendments (Comp. Plan) to the Village Council for initiation and adoption.
 - 3.) Liberty Twp. – meeting next week on zoning code.

- d. 2012 Budget – Mr. Sanders explained that the 1st draft 2012 Budget would be presented at the October Executive Committee meeting for a review and asked if there were anything specific the EC members would like incorporated. Chairwoman Foust stated that she would like to see a budget with and without a small pay increase for staff. She further stated that the RPC made staff cuts prior to all other departments in anticipation of the economic downturn. It was noted that RPC staff received pay increases in 2007 and 2010.

4. Old Business

- 1.) Consideration of approval: Da-Wei Liou conference meal expenses. Mr. Liou spent \$91.31 during the ESRI conference this summer. Some of the receipts are not itemized. The Auditor requires approval from the Commission to pay without itemization.

Mr. Shoaf made a motion to recommend Approval of reimbursing Mr. Liou for his un-itemized meal purchases during his ESRI conference. Mr. Gladman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

5. Other Business *(none)*

6. Personnel *(none)*

7. Adjourn

Having no further business, Mr. Gladman made a motion to adjourn the meeting at 9:15 a.m. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, October 19, 2011 at 8:30 a.m. at 109 North Sandusky Street, Delaware, Ohio, 43015.

▪ **September 29, 2011 Executive Committee Minutes**

1. Call to order

Chairwoman Foust called the meeting to order at 6:45 p.m. Present: Dick Gladman, Lloyd Shoaf, and Holly Foust. Absent: Steve Burke and Ken O'Brien. Staff: Scott Sanders and Stephanie Matlack.

2. Consideration for recommendation for Approval: Urban Wild Ltd. \$3942.00

Mr. Gladman made a motion to recommend approval of expending \$3942.00 from the OEPA grant to pay Urban Wild Ltd for their work on the resource manual. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. Adjourn

Mr. Gladman made a motion to adjourn the meeting at 6:50 p.m. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, October 19, 2011 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 (none)

IV. SUBDIVISION PROJECTS

Preliminary

04-11 T Lake of the Woods No. 1, Lots 233,234 and 244, Div. #1 - Genoa Twp. - 03 lots / 08.136 acres

Applicant: Jane Abell and Edward T. McClellan, Esq.

Engineer: Robert Watts

Previous tablings: none

I. Staff Comments

The applicant has requested a 90-day tabling of Lake of the Woods, No. 1, Lots 233, 234 and 244, Div. #1 in order to resolve comments received during the Technical Review meeting.

II. Staff Recommendation

Staff recommends *Approval of the 90-day tabling* of Lake of the Woods No. 1, Lots 233, 234 and 244, Div. #1 to the DCRPC.

Commission / Public Comments

There was no one present to represent the applicant.

Mr. Gladman made a motion to Approve the 90-day table request for Lake of the Woods No. 1, Lots 233, 234 and 244, Div. #1. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (none)

CONSENT AGENDA

Final

18-04.2 Olentangy Falls, Section 2 – Liberty Twp. - 20 lots / 17.049 acres

I. Conditions

- Applicant:** Crown Ridge Investment
- Subdivision Type:** Single Family Residential
- Location:** East side of Rambling Brook Way, approx. 186 feet east of Farmstead Lane
- Current Land Use:** vacant
- Zoned:** PR (Planned Residential)
- Utilities:** Del-Co Water, central sewer
- School District:** Olentangy
- Engineer:** Floyd Browne Group

II. Staff Comments

This is the second section of Olentangy Falls, which was the location of the BIA Parade of Homes this year. It includes the extension of a road, Rambling Brook Way, toward the east, ending in a cul-de-sac. This Section includes 20 lots for single-family homes. There is no open space in this plat, but there are several areas of Natural Green Space easements as well as an existing Drainage and Conservation easement, recorded as part of Section 1. Lots are generally sized at .75 acre.

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 **Olentangy Falls, Section 2** to the DCRPC.

Commission / Public Comments

Mr. Clase made a motion for Final Approval of Olentangy Falls, Section 2. Mr. Gladman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

V. EXTENSIONS

04-09 The Estates of River Run – Liberty Twp. - 10 lots / 16.454 acres

Applicant: Vincent Margello
Engineer: Jim Olausen
Preliminary approval: 09-17-09
Extensions: none

I. Staff Comments

The applicant is requesting a 12-month extension of **The Estates of River Run** subdivision to continue working with the Soil and Water Conservation District on easement details.

II. Staff Recommendation

Staff recommends *Approval* of a 12-month extension for **The Estates of River Run** to the RPC.

Commission / Public Comments

Mr. Shoaf made a motion to Approve the 12-month extension for The Estates of River Run. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VI. OTHER BUSINESS

- Consideration for approval: Amended approval of Da-Wei Liou ESRI conference expenses

Mr. Gladman made a motion to Approve reimbursing Mr. Liou for his un-itemized meal purchases during his ERSI conference. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for approval: \$3942.00 Urban Wild Ltd. expenditure from OEPA grant

Mr. Gunderman made a motion to approve paying Urban Wild Ltd. \$3942.00 for their work from the OEPA grant fund. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VII. POLICY / EDUCATION DISCUSSION (*none*)

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

Having no further business, Mr. Gladman made a motion to adjourn the meeting at 7:09 p.m. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, October 27, 2011, 7:00 PM at the Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.

Holly Foust, Chairperson

Stephanie Matlack, Executive Administrative Assistant