



Delaware County Regional Planning Commission

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

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, October 29, 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 September 17, 2009 RPC Minutes
- Executive Committee Minutes of October 21, 2009
- Statement of Policy

II. VARIANCES *(none)*

III. ZONING MAP/TEXT AMENDMENTS

- 15-09 ZON Green Earth Farm LLC – Marlboro Twp. – 5.01 acres – FR-1 to PC
16-09 ZON Robert and Nancy Meyer – Harlem Twp. – 5.822 acres from AR-1 to FR-1
17-09 ZON Scioto Twp. Zoning Commission – text amendments
18-09 ZON Harbor Point Real Estate Mngmnt. Ltd.– Orange Twp.–3.8966 acres from C-2 & FR-1 to PC

IV. SUBDIVISION PROJECTS

Township

Lots/Acres

Preliminary *(none)*

Preliminary/Final *(none)*

Final

19-01.3.B.I Sheffield Park, Section 3, Phase B, Part I Genoa 20 lots / 08.68 acres

T=TABLED, W=WITHDRAWN

V. EXTENSIONS *(none)*

VI. OTHER BUSINESS

- 2010 Proposed Budget review

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 7:00 p.m.

▪ **Roll Call**

Representatives: Jeff George, Dale Johnson, Fred Fowler, Todd Hanks, Tommy Thompson, Ken O'Brien, Steve Burke, David Andrian, Dave Stites, Holly Foust, Dick Gladman, Bill Thurston, Lloyd Shoaf, Bonnie Newland, Mike Dattilo, and Doug Price. Alternates: Ray Armstrong, David Leitch, Jack Smelker, Pat Blayney, and Dick Geirhiser. Staff: Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the September 17, 2009 RPC Minutes**

Mr. Blayney made a motion to approve the minutes from the September RPC meeting. Mr. Gladman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **October 21, 2009 Executive Committee Minutes**

1. **Call to order**

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

2. **Approval of Executive Committee Minutes from September 17, 2009**

Mr. Shoaf made a motion to approve the minutes of the last meeting. Mr. O'Brien seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. **New Business**

a. Financial / Activity Reports for September 2009

REGIONAL PLANNING RECEIPTS		SEPTEMBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$205.00	\$2,870.00
Fees A (Site Review)	(4202)		\$700.00
Insp. Fees (Lot Line Transfer)	(4203)	\$300.00	\$1,300.00
Membership Fees	(4204)		\$231,851.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$620.04	\$13,875.22
Assoc. Membership	(4206)		\$0.00
General Sales	(4220)	\$0.10	\$624.05
Charges for Serv. A (Prel. Appl.)	(4230)	\$1,800.00	\$15,441.80
Charges for Serv. B (Final. Appl.)	(4231)		\$13,780.30
Charges for Serv. C (Ext. Fee)	(4232)		\$600.00
Charges for Serv. D (Table Fee)	(4233)		\$800.00
Charges for Serv. E (Appeal/Var.)	(4234)		\$900.00
Charges for Serv. F (Planned District Zoning)	(4235)	\$300.00	\$1,200.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$1,440.00	\$2,500.00
Soil & Water Fees	(4243)	\$250.00	\$1,325.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$2,404.00
Other Reimbursements A		\$1,309.00	\$1,309.00

Other Misc. Revenue (GIS maps)	(4730)	\$50.00	\$392.40
Misc. Non Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)	\$205.00	\$1,421.00
TOTAL RECEIPTS		\$6,274.14	\$293,293.77

Balance after receipts		\$ 93,398.47
Expenditures	-	\$ 18,609.70
End of September balance		\$ 74,788.77

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

- b. October RPC Preliminary Agenda – includes 4 rezoning/text amendments and 1 final plat application.
- c. Director's Report
 - 1.) Contract billing to date- Mr. Sanders explained that both Orange and Berlin Townships should be moving into the sub area phase of the Comprehensive Plan.

Twp.	Contract amount	Free hours remaining	Billed to date	Remaining on contract
Berlin	\$10,000.00	0	\$5,437.33	\$4,562.67
Genoa	\$10,000.00	55	\$1,509.83	\$8,490.17
Kingston	\$8,000.00	0	\$2,971.27	\$5,028.73
Orange	\$18,000.00	0	\$5,138.88	\$12,861.12

- d. 2010 Proposed Budget – Staff presented a budget that used 2009 actual and predicted revenue and expense for 2010. In addition to staff's draft projections, the following topics/changes were discussed:
 - 1.) projected platting revenue is conservative at \$25,000 which is lower than expected at end of year 2009,
 - 2.) show total of 2009 dues paid in year 2008 on page 1,
 - 3.) salaries budgeted at 2% increase, although there is no guarantee of a rate increase. The Commissioners are budgeting a 2% increase and the Health Dept., which is currently under a salary freeze is budgeting 2-3% increase (the rate depends upon annual evaluations),
 - 4.) Mr. O'Brien informed the Committee that health insurance rates for 2010 would increase 14.9%. The County Commissioners are determining what amount would be paid by the County and by the employee. Meetings are taking place next week. For this draft budget, the total 14.9% was included in the amount paid by the Commission,
 - 5.) Life insurance rates to stay the same for 2010. Dental rates will not be determined until March 2010,
 - 6.) Materials and supplies are estimated at a lower rate than 2009 due to the decrease in paper use,
 - 7.) \$200 was added to Training and Staff development for conference registration fees,
 - 8.) Legal fees were increased to \$2,000,
 - 9.) \$1,000 was added to Liability Insurance fees to cover the deductible in case of a lawsuit; and
 - 10.) Membership dues were calculated at \$1.04 per capita – the same as 2009.

Mr. O'Brien made a motion for Conditional Approval of the Proposed 2010 Budget, subject to the changes mentioned above. Mr. Gladman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- 4. **Old Business** (none)
- 5. **Other Business** (none)
- 6. **Personnel** (none)

7. **Adjourn** – *Having no further business, Mr. Shoaf made a motion to adjourn the meeting at 10:25 a.m. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

The next regular Executive Committee meeting will be Wednesday, November 12, 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

15-09 ZON Green Earth Farm LLC – Marlboro Twp. – 5.01 acres – FR-1 to PC

I. Request

The applicant, Green Earth Farm LLC, seeks to rezone a portion of a 5.01-acre parcel to Planned Commercial for the display and sale of portable storage barns.

II. Conditions

Location: northeast corner of 8153 US Highway 23 North, Marlboro Township

Present Zoning: Farm Residential (FR-1)

Proposed Zoning: Planned Commercial and Office District (PC)

Present Use(s): One single-family house

Proposed Use(s): display and sales of portable storage sheds, barns, cabins and garages

Existing Density: 1 du / 2 acres

Proposed Density: N/A

School District: Buckeye Valley School District

Utilities Available: on-site septic

Critical Resources: none

Surrounding land uses: Agriculture and commercial to the northeast across US 23

Soils: BoA Blount Silt Loam 0-2% slope

III. Issues

The applicant proposes to use the northeastern corner of the site for the display and sale of portable barns. The area proposed for rezoning has been indicated on the drawing by hand but no survey or legal description has been submitted. Although the proposed use is not specifically allowed in the Planned Commercial district, mini-storage units are permitted, as well as “other commercial ventures not provided by this or other section of this resolution

if approved as part of the plan.” Therefore, this use can be approved by the Zoning Commission and Commissioners.

The current site includes a residential structure and several out-buildings to the west. An existing driveway accesses the southbound service road parallel to U.S. 23. The applicant proposes to acquire a one-way sign for placement at the exit of the driveway to eliminate confusion by those entering the southbound service road.

Proposed storage structures range in size from 80 square feet to 192 square feet and will be displayed in the northeastern corner of the site. Parking is planned to be handled in an existing gravel area to the rear of the primary structure. No permanent sign is being proposed; each unit includes a banner with each builder’s name. There is no setback defined in the PC district, but the application states that a 25’ side-yard setback will be adhered to, which is comparable to the surrounding FR-1 designation. The submitted plan also shows a front-yard setback of 60 feet from the centerline of the service road. This places all buildings behind the setback of the primary structure on the site.

IV. Criteria for Approval

In approving an application for a Planned Commercial and Office District the reviewing authorities shall determine:

1) If the proposed development is consistent in all respects with the purpose, intent and general standards of this Zoning Resolution.

Staff comments: *If the planned improvements noted in the application and the conditions below are considered, this proposal complies.*

2) If the proposed development is in conformity with the comprehensive plan or portion thereof as may apply.

Staff comments: *Although there is no township comprehensive plan, the Delaware County Land Use Plan recognizes the need for economic development along existing arterial routes as long as capacity is maintained and access is limited. The plan is not at a site-specific scale that shows a proposed use category for this site. Based on the service road and the small size of the application, this request complies with this requirement.*

3) If the proposed development advances the general welfare of the County and the immediate vicinity.

Staff comments: *The application provides a potential positive economic impact to the County and Township.*

V. Recommendation

Staff recommends **Conditional Approval** of this rezoning case from FR-1 to PC for 5.01 acres by Green Earth Farm LLC to the DCRPC, the Delaware County Zoning Commission and the Delaware County Commissioners subject to the following:

1.) *That the 25’ side-yard setback be adhered to by all structures and the front setback be behind the front wall of the primary building;*

2.) *That the number of banner signs on structures be limited to the maximum overall square footage for signs as defined in Section 26 of the Zoning Resolution (40 s.f. per sign and 200 s.f. overall);*

3.) *That a survey be required to define the boundaries of the area to be rezoned.*

Commission / Public Comments

No one was present to represent the applicant.

Mr. Shoaf made a motion to recommend Conditional Approval of the rezoning request by Green Earth Farm LLC subject to staff comments. Mr. Gladman seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. Fowler) and 1 Recused (Mr. O'Brien). Motion carried.

16-09 ZON Robert and Nancy Meyer – Harlem Twp. – 5.822 acres from AR-1 to FR-1

I. Request

The applicants, Robert and Nancy Meyer, are requesting a 5.822-acre rezoning from AR-1 to FR-1 to allow residential lots.

II. Conditions

Location: 11020 Adams Road, Harlem Township

Present Zoning: Agricultural Residential (AR-1)

Proposed Zoning: Single Family Residential (FR-1)

Present Use(s): One single-family house

Proposed Use(s): lot split

Existing Density: 1 du / 5 acres

Proposed Density: 1 du / 2 acres

School District: Big Walnut School District

Utilities Available: Del-Co Water and on-site treatment

Critical Resources: none

Surrounding land uses: residential and agriculture

Soils: BeA Bennington Silt Loam, 0-2% slope

PwA Pewamo Silty Clay Loam, 0-1 % slope

III. Issues

This is a straight district rezoning, so no development plan is required. However, the applicant has submitted a sketch that shows a western 3.076-acre lot and a new 2.433-acre lot to the east. This lot has approximately 450 feet of frontage on Adams Road, and the township's frontage requirement for FR-1 is 175' for lots at least two acres in size but smaller than three. An existing house and accessory structure are located to the west, leaving half of the parcel undeveloped. The applicant should assure that the existing and proposed structures can meet the side yard setbacks, should the zoning be approved and the lot divided.

The site is flat and contains poorly draining soils. The applicant should consult with the Health Department to assure that there is adequate area for on-lot primary and secondary waste treatment systems.

The 2006 Harlem Township Comprehensive Plan supports FR-1 development where sewer is not available. Although the existing 5-acre lot is in character with others in this area, there is a pattern of smaller lots in the area. Two 2.50-acre lots would not be out of character.

IV. Staff Recommendations

Staff recommends **Approval** of this rezoning case from AR-1 to FR-1 for Robert and Nancy Meyer to the DCRPC, the Harlem Township Zoning Commission and the Harlem Township Trustees.

Commission / Public Comments

No one was present to represent the applicant.

Mr. Blayney made a motion to recommend Conditional Approval of the rezoning by Robert and Nancy Meyer, subject to approval from the Health Department prior to the lot split being submitted. Mr. Hanks seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. Andrian). Motion carried.

17-09 ZON Scioto Twp. Zoning Commission – text amendments

I. Summary

On Monday, October 12, 2009, the township initiated several changes to its Sign and Billboard Regulations, General Development Standards, Definitions, and small changes within its Planned Districts. Most of these changes have been informally reviewed by staff and previous comments have been considered.

A. Sign and Billboard Regulations (Article XXII)

1. Adds Identification, Informational or Directional Signs with specifications to Permitted Signs, no Permit Required;
2. Also added to Permitted Sign, No Permit Required other Public Purpose signs, Flags, Integral Decoration, Cornerstones, Historical, Personal Property and other signs that do not typically require a permit in other zoning codes;
3. Adds a spacing requirement between billboards;
4. Adds a maximum area of a single surface for Commercial or Industrial display signs;
5. Adds specifications for Model Home Signs, Drive-through Menu Boards, and Temporary Signs.
6. Under Prohibited Signs, the code adds Pole signs, white backgrounds, obscene signs, advertising on benches or other public facilities, billboards in residential areas, and signs that indicate movement such as revolving signs, and rows of lights.
7. Under General Regulations, many areas are being clarified, such as sign area measurement, number of signs, frontage definition, and maintenance requirements.
8. Under Permit, adds text that describes what the applicant shall submit to the Zoning Inspector with his/her permit application.

B. General Development Standards (Article XXI)

Based on recent changes in state law regarding Small Wind Farm Projects and current interest in wind power generation, the township is proposing a new section within their General Development Standards dealing with such Small Wind Farm Projects.

The State of Ohio has determined that wind projects over 5 Megawatts shall be under the permitting authority of the Ohio Power Siting Board and the Public Utilities Commission of Ohio. It is assumed that these will be large utility-based projects. Projects that generate less than 5MW are more likely to be proposed by the consumer and are therefore allowed to be regulated by the local government. The Scioto Township Zoning Resolution proposes to follow the O.R.C. by allowing such Small Wind Farm Projects as a Permitted Use-Permit Required in non-residential zones and as a Conditional Use in Residential Districts.

The standards define general limitations and requirements for height, setbacks, maintenance, noise levels, electrical apparatuses, warning signs, and permits, as well as the process required for applying for a permit.

Staff comment: The township has used a number of sources to build this section of its resolution, including the enabling language in the Ohio Revised Code. The resolution does not appear to go beyond the limited power granted by the ORC. Turbines cannot be prohibited, but can be required to provide evidence that setbacks, a clear fall zone, and other standards can be met. This code

appears to do that. The final version can serve as a resource for other townships in the county.

Additionally, related language is proposed to be inserted in each district (permitted use in the C-1, C-2, PC, I, PI, QD, and A-1 districts and Conditional Use in the FR-1, PRD, and PRCD).

C. Definitions (Article IV)

A small change is proposed to the definition of Structure, changing reference to “on the ground” to “on the property” to help clarify the definition.

D. Planned Districts (Article X, XIV, and XVII)

Finally, the language within the Planned districts is proposed to be standardized as it applies to the “Extension or Modification of Final Development Plan.” The language clarifies reasons that an approval can be extended, defines what changes qualify as minor amendments and what changes would be considered substantial enough to warrant the same procedure as the original approval (a rezoning application). The new language is similar to that used in several other townships with Planned Districts.

II. DCRPC Staff Recommendation

Staff recommends **Conditional Approval** of the Scioto Township Zoning Amendments to the DCRPC, the Scioto Township Zoning Commission and the Scioto Township Trustees, *based on additional review by the County Prosecutor’s office.*

Commission / Public Comments

Mr. Gladman made a motion to recommend Conditional Approval of the text amendments to the Scioto Township Zoning Resolution, subject to staff comments. Mr. Shoaf seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

18-09 ZON Harbor Point Real Estate Management Ltd.– Orange Twp.–3.8966 acres from C-2 & FR-1 to PCD

I. Request

The applicant, Harbor Point Real Estate Management, Ltd, is requesting a rezoning from C-2 and FR-1 to Planned Commercial and Office (PCD) to allow a drive-through facility and other requested future uses.

II. Conditions

Location: west side of US /Columbus Pike, Orange Township

Present Zoning: C-2 and FR-1

Proposed Zoning: Planned Commercial and Office District (PCD)

Present Use(s): Commercial, restaurant and drive-thru

Proposed Use(s): commercial, retail, restaurant, office, convenience store drive-thru, and cold storage

School District: Olentangy School District

Utilities Available: Del-Co Water and on-site septic system

Critical Resources: none

Surrounding land uses: Commercial to the southeast, former commercial land to the north, and Agricultural/Woods to the west and south.

Soils: Glynwood Silt Loam 2-6% slope

III. Introduction

The 3.8966-acre site currently includes three buildings. The eastern-most building is a pizza restaurant, the middle building houses a drive-through convenience store and Westco, Inc., a retail/wholesale hardware business. These two buildings are on the 1.55-acre C-2 portion. The buildings have existed for some time, the smallest reportedly dating from the 1940's.

In December, 2005, the applicant received a Conditional Use Permit for a drive-up window for the eastern-most building with the intention of using it as a coffee house. That specific coffee house use has since changed to a pizza restaurant.

In December, 2008, the applicant received a Conditional Use Permit for a drive-through convenience store for the middle building. A number of improvements proposed in this application have been made and that business is now in operation.

A third building, farther to the west, is used for vending and equipment storage. This building is on a 2.35-acre portion zoned FR-1.

The applicant's current request is to convert the entire area to a Planned Commercial and Office designation. The rezoning would bring the current uses zoned Community Business into compliance and remove the need for Conditional Uses. The 2.35 acres of land zoned FR-1 is part of this request for future development. Improvements will be made to the C-2 portion of the site, including delineated parking areas and striping, traffic flow, landscaping, lighting and signage. Some of these improvements, including signage, have already begun. Most improvements were scheduled to be complete by October 31, 2009.

IV. Issues

1. **Use** – the township's Planned Commercial and Office designation includes commercial and office establishments of all types, including those associated with the traveling public (motels, service stations, restaurants, etc.) as well as medical facilities, child care facilities, wholesale businesses, and long-term storage and warehouse uses (except mini-storage units). The applicant is requesting a number of additional uses be included in the development plan for potential future use. These include drive-thru's wash/detail services, commercial recreational facilities, recycling facilities, bars and taverns, video game and billiard facilities, bus and truck terminals, new and used car lots, and storage or self-storage for rent to the public, among others.

Staff comment: The uses permitted in the current zoning resolution are appropriate for this site and are in compliance with the Comprehensive Plan. It would be appropriate to add the drive-through use which is currently a conditional use on the site, but the other uses being requested are too numerous and many are more appropriate for an Industrial designation than a Planned Commercial site with high-profile, direct access to U.S. 23.

Because there is no development proposed for the western portion of the site, staff does not support including the portion of the site currently zoned FR-1 to be part of this rezoning.

2. **Access/Traffic** – The access point on U.S. 23 is not proposed to change and provides for one lane in and two turning lanes exiting the property. Internal access shows a western entrance into the drive-through. The drive-up window on the eastern building will be accessed by directing traffic around the parking area to enter the drive-up from the south, placing the window on the passenger side of the vehicle.

Staff comment: This appears to be a confusing traffic pattern. The applicant states that ODOT and the County Engineer

have been contacted to discuss the traffic plans for the parcel. Staff is not sure either department formally comments on internal patterns. The drive-up window would be better served by bringing in cars from the north and then allowing traffic to either go around the front of the building or clock-wise around the parking lot to exit behind the building as it is currently striped. If the proposed pattern is approved, special care should be taken to provide directional signage for customers.

3. **Utilities** – Utility letters are provided from all major utilities. There is no sanitary sewer service at this site and the nearest service is approximately 1,700 feet away at Paul's Marine.

Staff comment: *Lack of appropriate sewer service is another reason to limit the development to the currently-zoned C-2 area and wait until service is available and a specific proposal is presented before rezoning the western portion of the site.*

4. **Other issues** – the applicant has submitted a detailed development plan including landscaping, lighting, signage, and other details as required by the zoning resolution.

V. DCRPC Staff Recommendation

Staff recommends **Conditional Approval** of the C-2 and FR-1 rezoning to PCD for Harbor Point Real Estate Management to the DCRPC, the Orange Township Zoning Commission and the Orange Township Trustees *based on the following:*

- 1.) *That the rezoning action be limited to the current C-2-zoned property until such time as a development plan or proposed development is presented for the FR-1 portion;*
- 2.) *That the permitted uses be limited to those in the PCD district of the zoning resolution, with the addition of a drive-through convenience store as a permitted use;*
- 3.) *That the traffic circulation pattern be reviewed to reduce confusion for customers and improve safety.*

Commission / Public Comments

Ms. Susan Kirts was present. She explained that Harbor Point Real Estate Management is a leasing agency. She agreed with Mr. Sanders regarding the current confusing traffic pattern but explained that it was the County Engineer's office who required it be done this way. She stated they would like to rent the back parcel out to landscapers or contractors that need a large indoor facility to house their equipment. A car/boat wash could be added at a later date. They had planned on a 14,500 sq. ft. building on the west side of the parcel but need to wait for sewer to the site to proceed, therefore this area could be used for boat or RV storage. Ms. Kirts questioned why she had to come back to the Township and pay a \$1400.00 fee each time she had a renter.

Mr. Andrian stated that being in the Planned District meant you have a plan down to the specific user. If that user changes then approval is required. Mr. Gladman explained that in the Planned District a plan with text is required describing the uses. In the C-2 designation, the use must cater to the local business area for need.

Chairwoman Foust explained that the Commission's vote is a recommendation to the Township.

Mr. Armstrong made a motion to recommend Conditional Approval of the rezoning for Harbor Point Real Estate Management, subject to staff comments. Mr. Andrian seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. Gladman). Motion carried.

IV. SUBDIVISION PROJECTS

Preliminary (none)

Preliminary/Final (none)

CONSENT AGENDA

Final

19-01.3.B.I Sheffield Park, Section 3, Phase B, Part I – Genoa Twp. - 20 lots / 08.68 acres

Applicant: Grand Communities Ltd.

Subdivision Type: Single Family Residential

Location: West side of Worthington Road, north of Jaycox Road, Genoa Twp.

Current Land Use: Vacant

Zoned: Planned Residential District (PD-1)

Utilities: Del-Co Water and public sewer

School District: Olentangy Local School District

Engineer: EMH&T

I. Staff Comments

Sheffield Park, Section 3. Phase B, Part I continues Fox Hollow Drive, serving 10 lots, to its intersection with existing Sheffield Park Drive. It also includes a loop named Lynn Drive, which also intersects Sheffield Park Drive and provides access to 10 lots. This portion of the site is a rolling open field. No open space is being platted with this section.

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

II. Staff Recommendation

Staff recommends Final Approval of **Sheffield Park, Section 3, Phase B, Part I** to the RPC.

Commission / Public Comments

No one was present to represent the applicant.

Mr. Blayney made a motion for Final Approval of Sheffield Park, Section 3, Phase B, Part I. Mr. Armstrong seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

V. EXTENSIONS (none)

VI. OTHER BUSINESS

- 2010 Proposed Budget review – Chairwoman Foust explained that the budget presented included suggestions made by the Executive Committee. Those comments are listed in the Executive Committee minutes of October 21st. Platting fees are estimated low at \$25,000 and there are no major expenses

requested. Health Insurance for 2010 has increased by 14.9% and that total amount is budgeted at this time. The County Commissioners have not determined what amount would actually be paid by the office or by the employee. The Executive Committee did suggest budgeting for a 2% pay increase. The last increase for staff was January 2007. She asked the Commission to review the proposed budget and be prepared to vote at the November 19th meeting.

There were no questions from the Commission.

VII. POLICY / EDUCATION DISCUSSION *(none)*

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

At 7:50 p.m., Mr. Shoaf made a motion to adjourn the meeting. Mr. Hanks seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, November 19, 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