



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, November 19, 2015 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 October 22, 2015 RPC Minutes
- Executive Committee Minutes of November 12, 2015
- Statement of Policy

II. VARIANCES *(none)*

III. ZONING MAP/TEXT AMENDMENTS

34-15 ZON Metro Development LLC – Concord Twp. – 80.669 acres from FR-1 to PRD

IV. SUBDIVISION PROJECTS

Preliminary

		Township	Lots/Acres
14-15	Sanctuary at the Lakes, Sec. 1, Lot 7851, Div. #1	Orange	02 lots / 04.491 acres

Preliminary/Final *(none)*

Final *(none)*

T=TABLED, W=WITHDRAWN

V. EXTENSIONS

17-13	Northstar, Section 3	Kingston	59 lots / 76.15 acres
18-13	Olentangy Falls, Sections 4 & 5	Liberty	37 lots / 64.886 acres

VI. OTHER BUSINESS

- Consideration for Approval: SWCD fees \$3,525.00
- Consideration for Approval: Health Dept. fees \$2,510.00
- Consideration for Approval: 2016 DCRPC Budget
- Consideration for Approval: 2016 DCRPC meeting schedule

VII. POLICY / EDUCATION DISCUSSION

- Bob Lamb, Del. Co. Economic Development Director - introduction

VIII. RPC STAFF AND MEMBER NEWS

- Rick Sedlacek, Berlin Twp. – acknowledgment of retirement

I. ADMINISTRATIVE BUSINESS

▪ **Call to Order**

Chairman Stites called the meeting to order at 7:00 p.m.

▪ **Roll Call**

Representatives: Jeff George, Chet Heid, Fred Fowler, Steve Burke, Tiffany Jenkins, Dave Stites, Hal Clase, Anthony Hray, Joe Proemm, Bill Thurston, Charlie Callendar, Bonnie Newland, Mike Dattilo, Doug Price. Alternates: Robert Hedrick, Tim Hansley, John Piccin, and Susan Dorsch. Staff: Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the October 22, 2015 RPC Minutes**

Mr. Clase made a motion to Approve the minutes from the last meeting, seconded by Mr. George. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **November 12, 2015 Executive Committee Minutes**

1. **Call to order**

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

2. **Approval of Executive Committee Minutes from October 14, 2015**

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

3. **New Business**

- Financial / Activity Reports for October 2015

REGIONAL PLANNING RECEIPTS		OCTOBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$820.00	\$5,135.00
Fees A (Site Review)	(4202)		\$1,800.00
Insp. Fees (Lot Line Transfer)	(4203)	\$200.00	\$3,000.00
Membership Fees	(4204)		\$272,375.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)		\$465.79
Assoc. Membership	(4206)		
General Sales	(4220)	\$1.25	\$125.00
Charges for Serv. A (Prel. Appl.)	(4230)	\$600.00	\$56,810.00
Charges for Serv. B (Final. Appl.)	(4231)	\$14,883.00	\$73,282.60
Charges for Serv. C (Ext. Fee)	(4232)		\$600.00
Charges for Serv. D (Table Fee)	(4233)		
Charges for Serv. E (Appeal/Var.)	(4234)		\$1,200.00
Charges for Serv. F (Planned District Zoning)	(4235)	\$600.00	\$4,200.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)		\$2,510.00
Soil & Water Fees	(4243)	\$125.00	\$2,725.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A			
Other Misc. Revenue (GIS maps)	(4730)		\$85.00

Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$17,229.25	\$424,313.39

Balance after receipts	\$824,517.55
Expenditures	- \$ 33,957.51
End of September balance (carry forward)	\$790,560.04

Mrs. Jenkins made a motion to Approve the financial reports as presented for audit. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for Recommendation of Approval: SWCD \$3525.00, Health Dept. \$2510.00

Mrs. Jenkins made a motion to recommend Approval to transfer fees collected on behalf of the SWCD of \$3525.00 and Health Dept. of \$2510.00. Mr. Merrell seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mrs. Kuba). Motion carried.

- 2016 Budget – 2nd Review

Mr. Sanders stated that he did not receive any comments from Commission members and there were no changes since the RPC meeting.

Mr. Merrell made a motion to recommend Approval of the 2016 DCRPC Budget as presented. Mr. George seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Director’s Evaluation

Mr. Stites asked the Committee members to look over copies of last year’s evaluation and to make any suggestions or comments to him. He will compile all the comments for the Committee to review.

- Site Review: (none)

- November RPC Preliminary Agenda

- 1.) Rezoning:
 - Metro Development – Concord Twp. – 80 acres from FR-1 to PR
- 2.) Preliminary:
 - Sanctuary at the Lakes, Section 1, Lot 7851, Div. #1
- 3.) Preliminary/Final: (none)
- 4.) Final: (none)
- 5.) Extensions:
 - North Star Section 3
 - Olentangy Falls, Section 4 & 5

- Director’s Report

- 1.) Bob Lamb is planning to speak on this month’s agenda about plans for Economic Development in the county.

- 2.) Scheduled to present a session at the Delaware County Prosecutor's session on Saturday.
- 3.) Big Walnut Schools has asked for some maps for an exercise at an Economic Committee on November 16. I plan to attend as well.
- 4.) Visited Sunbury and Galena staff to discuss future development, transportation, and planning.
- 5.) MORPC has asked for time to present its Metropolitan Transportation Plan and Active Transportation Plan at an RPC meeting and we have agreed that the January 28 meeting is the best for them.
- 6.) Concord Township is in the adoption phase of their Comprehensive Plan.

- Discussion of Subdivision Regulations

Mr. Sanders would like to review the proposed changes with the Technical Review Committee before presenting to the Commission.

- 2016 DCRPC meeting Schedule

The calendar was presented. After some discussion, it was recommended that the December meeting be moved to December 15th. Mrs. Matlack will make that change prior to presenting to the Commission for approval next week.

Mr. George made a motion to recommend Approval of the revised 2016 RPC meeting schedule, seconded by Mrs. Kuba. VOTE: Unanimously For, 0 Opposed. Motion carried.

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

Having no further business, Mrs. Jenkins made a motion to adjourn the meeting at 10:10 a.m. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, December 9, 2015 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

34-15 ZON Metro Development LLC – Concord Twp. – 80.669 acres from FR-1 to PRD

I. Request

The applicant, Metro Development LLC, is requesting an 80.669-acre rezoning from FR-1 to PRD for a 162 single family cluster home development.

II. Conditions

Location: east side of Section Line Road, south of Clark Shaw Road

Present Zoning: Farm Residential (FR-1)

Proposed Zoning: Planned Residential (PRD)

Present Use(s): vacant

Proposed Use(s): single family cluster development

Existing Density: 1 du / 1.5 acre

Proposed Density: 2 du / 1 acre

School District: Buckeye Valley School District

Utilities Available: Del-Co Water and central sanitary sewer

Critical Resources: wetlands

Soils: BoA Blount Silt Loam 0-2% slope

BoB Blount Silt Loam 2-4% slope

GwB Glynwood Silt Loam 2-6% slope

PwA Pewamo Silty Clay Loam 0-1% slope

III. Issues

This project is designed as a western extension of the Clark-Shaw Moors project which is currently in the Final Engineering phase of development. The majority of the 80-acre site is in agriculture with about 8 acres in woods and about 2 acres as an access strip out to Section Line Road. The land is generally flat with high-tension power lines passing through it and two towers located on the site.

The proposed design indicates two accesses to Clark-Shaw Moors entering the site from the east. Roads circulate throughout the site, with only a single cul-de-sac being proposed at the western end of the site. A potential stub will be planned going into property to the north. However, the land along Clark Shaw to the north is all developed and it is unlikely that land there could be secured and assembled to justify an extension to the public road. An easement will be created from the cul-de-sac to the west, connecting to South Section Line Road. This will not be a constructed road, but will allow for some flexibility for the future construction of a fire access road, or a full access should one be necessary.

The 162 lots are designed at a minimum width and frontage of 55 feet, resulting in lot sizes of 7,150 s.f., or .16 acre. These are smaller lots than typically proposed in the area. The intent is to utilize the M/I Homes “Legacy Collection,” which is also being proposed for The Enclave at the Lakes development in Orange Township. These lots are 5-feet narrower than Enclave and are more similar to the Olentangy Meadows lot size within the Columbus area on south US 23. This is a fairly new product for M/I and is intended to appeal to a similar market as the current detached condo development.

Open space of 41.41 acres, equaling 52%, is mostly located south of the power lines, although there are other areas throughout the site and buffers along the northern property line. Open space is generally passive, although

there are a significant number of trails throughout the site. A more formal 1.26-acre open space park is located in the center of the site. This is passive as well, as this product is marketed toward smaller families and empty-nesters.

Roads will include sidewalks, with 5,174 lineal feet of additional asphalt paths through the open space connecting with proposed developments north and east of the site. Staff concurs with the addition of recreational features.

IV. Process

Concord Township's Planned Residential District is a single-step process. While some changes can be made to the approved Development Plan over the course of development, detail must be provided at the time of initial rezoning. If approved, the land would be rezoned and the Development Plan would be viable for three years. Extensions can be granted.

V. Comprehensive Plan

The 2004 Comprehensive Plan is currently in the process of being updated. The current plan recommends residential use at a density of 1.25 units per acre throughout much of the township. That plan predates the Sewer Master Plan update in 2006 and the construction of the Lower Scioto Wastewater Treatment Plant at Moore Road. These changes, as well as other development pressures, have necessitated the Township's effort to update its Comprehensive Plan. The Zoning Commission recently presented an updated plan to the Concord Township Trustees, recommending 2 units per gross acre, or densities similar to Scioto Reserve, particularly on the east side of the reservoir. Clark-Shaw Moors was recently approved at 2 units per acre.

As noted with previous reviews, the Zoning Resolution allows 1½ units per gross acre. The addition of "quality items" allows additional density up to a maximum of 3 units per gross acre. The two applicable quality items appear to be "usable parks or public open or recreational space" and "pedestrian or bike trails provided as part of the development," each conceivably allowing an additional one-half unit per acre in density.

VI. Divergences

Many of the standards normally appearing in the Development Standards section of other PRD codes are "per plan" in the Concord Resolution. Therefore, the divergences requested are minimal.

- 1.) The application lists a divergence request to allow driveways to be constructed within 40 feet of intersections. This applies to two public roads.

Staff comment: *This is appropriate, as long as the affected streets are local in nature, according to the findings of the Traffic Impact Study. If internal streets rate as Collector streets, this issue may need to be reviewed.*

- 2.) A divergence request to allow two (2) temporary real estate signs to be located at each of the two access points from Clarkshaw Moors and shown on a related exhibit.

Staff comment: *This is reasonable as this overall area will be marketed and developed in a unified way over time.*

VII. Issues

A. Lot Size and Setbacks

Specific setback standards are "per plan" in the Concord Zoning Resolution. The application notes that the side-yard setback will be 5' with a building separation of 10'. Front yards will be 25' setback and rear yards will be 20'.

Staff comment: *The five-foot side yard setback with ten-foot building separation is a concern, based on materials. Section 21.03 requires separation and fire resistance rating shall be in compliance with the local building code. Staff recommends confirming the separation and fire resistance rating.*

Staff recommends lot frontages be placed on at least one exhibit. While the minimum frontage is requested at 55', some lots appear to be larger.

Traditionally, planners have been concerned that as lots narrow, the tendency is for the garage to fully project in front of the home, creating the “snout house.” This approach can have a negative impact on the appearance and walkability of the project. Since initially pointing this issue out a decade ago, builders (and perhaps the market) have responded by removing such options and moving the garage either flush with the façade of the house or slightly projecting. Based on the Conceptual Elevations included in the packet, these units will not be fully-projecting. Staff suggests adding that as a commitment in textual form as well.

B. Phasing

The proposal indicates that the site will start construction in fall, 2017 and be developed in three phases. The first phase will include both accesses to the east, assuming that development has progressed sufficiently to make those connections. The second phase includes a significant western extension of the northern road. Later comments address this road extension, but staff would prefer better distribution of traffic during construction by amending this phasing. This will be further discussed during the subdivision phase.

C. Road alignment

The plan includes two accesses to Clarkshaw Moors and an easement for possible connection to S. Section Line. This also allows for the possible development of the ~9 acres to the west. No other connections are immediately available, although a large lot to the north might provide a connection. It is difficult to predict if any of these high-value estate lots would ever develop.

Staff comment: These two stubs will require an amendment to the Moors development to add the road stub, as an amendment to the approved Preliminary Subdivision.

Secondly, the northern east/west road extends approximately 1600 feet from intersection to intersection. This creates a fairly long uninterrupted road.

Staff comment: Some subdivision models recommend that “blocks” be no longer than 1500 feet, both for connectivity and to reduce speeds along “straightaways.” Staff recommends consideration of a north/south connector between the two longest east/west roads. This could be accomplished by extending Quail Landing through the current park location and reconfiguring the park along one side of the street.

D. Utilities

The application includes service letters from major utility providers. The letter from the Regional Sewer District states that sanitary sewer is available to the site. Development is permitted to connect to the County sewer system provided that there is sufficient capacity available for the development and all requirements of the Sanitary Engineer’s office can be met. Sanitary sewer is not currently located on the subject parcel and a sewer extension from the future O’Shaughnessy pump station is required to serve this area. This is one of several proposals, including the existing Scioto Reserve development that will be served by the pump station at Butts Road and by the Lower Scioto plant in Concord Township.

There is no letter from the County Engineer’s office. A Traffic Impact Study will be required which will determine which streets many need to be built as collectors.

E. General

The plan includes sample deed restrictions and commits to standards for building appearance and architectural detail. No permanent signage is indicated.

VIII. Staff Recommendations

Staff recommends **Conditional Approval** of the rezoning request by Metro Development LLC for 80.669 acres, to the DCRPC, Concord Twp. Zoning Commission and Concord Twp. Trustees, *subject to:*

1. *Approval of the driveway divergence, if the Traffic Impact Study suggests the roads will not generate significant internal traffic;*
2. *Approval of the divergence to allow two temporary signs at the accesses;*
3. *Inclusion of lot frontage dimensions to be placed on the development plan;*
4. *Include a prohibition of houses with fully-projecting garages;*
5. *Amending the development plan of the Moors project to allow for the second access;*
6. *Reconfiguring the road network to allow a connection between the long east/west roads.*

Commission / Public Comments

Mr. Todd Faris, Faris Planning and Design, was present to represent the applicant. He agreed with staff recommendations and would work with the Township.

Mr. Burke asked what made the connection to South Sectionline Road inadvisable. Mr. Sanders explained that the County Engineer made that determination due to the topography of the road and the distance from the nearest intersection and that most traffic would be directed to Sawmill Road.

Chairman Stites asked what kind of screening would occur to the north. Mr. Faris stated that mounding with evergreens would be installed. They would also meet with those neighbors and see what requests they might have.

Mr. Burke made a motion to recommend Conditional Approval of the rezoning of 80.669 acres for Metro Development, subject to staff recommendations #1-6. Mr. Price seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

IV. SUBDIVISION PROJECTS

Preliminary

14-15 Sanctuary at the Lakes, Sec. 1, Lot 7851, Div. #1 – Orange Twp. - 02 lots / 04.491 acres

I. Conditions

- Applicant:** Colin Leveque
- Subdivision Type:** Single Family Planned Residential
- Location:** East of Africa Road, off Katherine’s Way
- Current Land Use:** existing house and old school house
- Zoned:** SFPRD - Single Family Planned Residential
- Zoning Approved:** 9/21/15 (Division of this lot)
9/24/12 (Sanctuary overall)
- Utilities:** Del-Co water and public sanitary sewer
- School District:** Olentangy
- Engineer:** Watcon

II. Staff Comments

The applicant wishes to divide the large lot housing the original Leveque estate into two lots. The RPC reviewed the rezoning in July of this year and it was approved by Orange Township.

A technical review was held on November 10, 2015, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Sanctuary at the Lakes, Sec. 1, Lot 7851, Div. #1** to the DCRPC.

Commission / Public Comments

Mr. Jack Brickner with Planned Communities was present to represent the applicant.

Mr. Clase made a motion for Preliminary Approval of Sanctuary at the Lakes, Sec. 1, Lot 7851, Div. #1. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (*none*)

CONSENT AGENDA

Final (*none*)

V. EXTENSIONS

17-13 Northstar, Section 3 – Kingston Twp. - 59 lots / 76.15 acres

Applicant: Northstar Land Development

Engineer: Terrain Evolution

Preliminary approval: 11/21/13

I. Staff Comments

The applicant is requesting a one-year extension for Northstar, Section 3, based on approval and development timing.

Section 204.04 of the Subdivision Regulations provide that a Preliminary Plan is valid for two years. Section 102.03 allows for a twelve-month extension without a variance.

II. Staff Recommendation

Staff recommends *Approval* of a twelve-month Extension for **Northstar, Section 3** to the RPC.

Commission / Public Comments

Mr. Clase made a motion to Approve the 1-year Extension for Northstar, Section 3. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

18-13 **Olentangy Falls, Sections 4 & 5 – Liberty Twp. - 37 lots / 64.886 acres**

Applicant: Olentangy Falls Ltd.
Engineer: CT Consultants
Preliminary approval: 11/21/13

I. Staff Comments

The applicant is requesting a one-year extension for the Olentangy Falls, Sections 4 and 5 based on approval and development timing. The applicant states that the project is moving forward. “We recently received the approved (signed) civil plans [Final Engineering] as well as the necessary permits. Our office is scheduling the “pre-con” meeting with Delaware County.”

Section 204.04 of the Subdivision Regulations provide that a Preliminary Plan is valid for two years. Section 102.03 allows for a twelve-month extension without a variance.

II. Staff Recommendation

Staff recommends *Approval* of a twelve-month Extension for the **Olentangy Falls, Sections 4 & 5**.

Commission / Public Comments

Mr. Clase made a motion to Approve the 1-year Extension for Olentangy Falls, Sections 4 and 5. Mr. Burke seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VI. OTHER BUSINESS

- Consideration for Approval: SWCD fees \$3,525.00

Mr. Hansley made a motion to Approve the payment of \$3,525.00 to the SWCD for fees collected on their behalf. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for Approval: Health Dept. fees \$2,510.00

Mr. Hansley made a motion to Approve the payment of \$2,510.00 to the Delaware General Health District for fees collected on their behalf. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for Approval: 2016 DCRPC Budget

Hearing no comments for amendments, Mr. Clase made a motion to Approve the 2016 DCRPC Budget as presented. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for Approval: 2016 DCRPC meeting schedule

Mrs. Jenkins made a motion to Approve the 2016 DCRPC meeting schedule as presented. Mr.

Heid seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VII. POLICY / EDUCATION DISCUSSION

- Mr. Bob Lamb, the new Delaware County Economic Development Director was present to introduce himself to the Commission. He stated that his office would be spending from February to June of next year going to the Townships, Villages, Cities, business and property owners to find out what it is what they would like to see happen in Delaware County. They will gather all that information with the Township Master Plans along with demographic information and present the plan to the Stakeholders again for feedback in the fall. Then they will finalize the plan and present it to the County Commissioners and hopefully secure their support. The main goal behind the plan is going to be to identify key areas where we are expecting to see growth, understanding what that growth is going to be in that area and laying out true action steps on how to bring that to fruition.

VIII. RPC STAFF AND MEMBER NEWS

- Rick Sedlacek, Berlin Twp. – acknowledgment of retirement

Mr. Sanders announced that Mr. Sedlacek had recently retired from Berlin Twp. He acknowledged that Mr. Sedlacek was a member of the RPC for 13 years. A certificate of appreciation would be mailed to him for his service to the Planning Commission. Mr. Chet Heid is now representing Berlin Twp. at the RPC and as the Zoning Inspector.

Having no further business, Mr. Clase made a motion to adjourn the meeting at 7:30 p.m. Mr. Heid seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, December 17, 2015, 7:00 PM at the Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.