



Delaware County Regional Planning Commission

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Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, November 20, 2014 at 7:00 PM
Frank B. Willis Building, 2079 US 23 North, Conference Room,
Delaware, Ohio 43015

I. ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of October 30, 2014 RPC Minutes
- Executive Committee Minutes of November 12, 2014
- Statement of Policy

II. VARIANCES *(none)*

III. ZONING MAP/TEXT AMENDMENTS

23-14 ZON Linda Allaby – Harlem Twp. - 5 acres from AR-1 to FR-1
 24-14 ZON EPCON Communities – Concord Twp. – 9.61 acres from FR-1 to PRD

IV. SUBDIVISION PROJECTS

Preliminary

		Township	Lots/Acres
14-14	Stablewood	Berlin	28 lots / 63.3 acres
22-14	Hawk's Nest	Genoa	13 lots / 31.54 acres

Preliminary/Final *(none)*

Final

08-12.2.1	Sanctuary at the Lakes, Sec. 2, Pt. 1	Orange	35 lots / 22.79 acres
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T=TABLED, W=WITHDRAWN

V. EXTENSIONS *(none)*

VI. OTHER BUSINESS

- Consideration for Approval – Health Dept. & Soil & Water fee payment
- Consideration of Approval – 2015 Budget
- Consideration of Approval – 2015 Meeting schedule
- Consideration of Approval – Merit Compensation
- Consideration of Approval – Special RPC meeting

VII. POLICY / EDUCATION DISCUSSION

- MORPC Presentation

VIII. RPC STAFF AND MEMBER NEWS

I. ADMINISTRATIVE BUSINESS

▪ **Call to Order**

Chairman O'Brien called the meeting to order at 7:00 p.m.

▪ **Roll Call**

Representatives: Jeff George, Rick Sedlacek, Ric Irvine, Fred Fowler, Gary Merrell, Ken O'Brien, Tiffany Jenkins, Gary Gunderman, Tom Hopper, Jon Trainer, Dave Stites, Dan Boysel, Tom Brown, Charlie Callender, Bonnie Newland, Mike Dattilo, Doug Price. *Alternates:* Bruce Wells, Adam Howard, John Piccin and James Hatten. *Arrived after roll call:* Tom Farahay. *Staff:* Scott Sanders, Da-Wei Liou and Stephanie Matlack.

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

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

▪ **November 12, 2014 Executive Committee Minutes**

1. Call to order

Chairman O'Brien called the meeting to order at 8:45 a.m. Present: Ken O'Brien, Susan Kuba, and Dave Stites. Tiffany Jenkins and Jeff George were absent. Staff: Scott Sanders and Stephanie Matlack.

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

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

3. New Business

- Financial / Activity Reports for October 2014

REGIONAL PLANNING RECEIPTS		OCTOBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$205.00	\$5,740.00
Fees A (Site Review)	(4202)		\$4,800.00
Insp. Fees (Lot Line Transfer)	(4203)	\$300.00	\$2,100.00
Membership Fees	(4204)		\$268,280.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)		\$3,017.64
Assoc. Membership	(4206)		
General Sales	(4220)		\$10.00
Charges for Serv. A (Prel. Appl.)	(4230)	\$11,355.00	\$131,504.60
Charges for Serv. B (Final. Appl.)	(4231)	\$2,900.00	\$30,453.80
Charges for Serv. C (Ext. Fee)	(4232)		\$600.00
Charges for Serv. D (Table Fee)	(4233)	\$400.00	\$800.00
Charges for Serv. E (Appeal/Var.)	(4234)		\$1,325.00
Charges for Serv. F (Planned District Zoning)	(4235)	\$900.00	\$4,800.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$3,120.00	\$10,785.00
Soil & Water Fees	(4243)	\$325.00	\$5,675.00

MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$207.64
Other Reimbursements A			
Other Misc. Revenue (GIS maps)	(4730)	\$6.00	\$1,360.28
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		\$5,740.00
TOTAL RECEIPTS		\$19,511.00	\$471,458.96

Balance after receipts	\$704,447.05
Expenditures	- \$ 31,786.84
End of October balance (carry forward)	\$672,660.21

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

- Site Review: *(none)*
- October RPC Preliminary Agenda
 - 1.) Rezoning:
 - Linda Allaby – Harlem Twp. – 5 acres AR-1 to FR-1
 - EPCON Communities – Concord Twp. – 9.61 acres from FR-1 to PRD
 - 2.) Variance: *(none)*
 - 3.) Preliminary:
 - Stablewood – Berlin Twp. – 28 lots / 63.63 acres
 - Hawk’s Nest – Genoa Twp. – 13 lots / 31.546 acres
 - 4.) Preliminary/Final: *(none)*
 - 5.) Final:
 - Sanctuary at the Lakes, Section 2, Pt. 1 – Orange Twp. – 35 lots / 22.79 acres
 - 6.) Extension: *(none)*
- Director’s Report
 - 1.) Mapping – new maps have been added to the DCRPC website under the Resource section and Zoning Map section
 - 2.) Liberty Twp. – working on comprehensive plan
 - 3.) Oxford Twp. Zoning Code – completed revision, gave copy to Zoning Officer
 - 4.) Orange Twp. – meeting tomorrow to discuss Adult Entertainment language
 - 5.) North Star – will be the next Parade of Homes site. The subdivision has not been platted yet, sewer has not been adequately addressed for Mrs. Jenkins to sign
 - 6.) MORPC is requesting to present their Scioto Watershed study at the November 20th RPC meeting
 - 7.) CCAO – met with several other Planning Directors and Farm Bureau representatives to discuss expanding the agricultural exemption to include entertainment (ex: Leed’s Farm fall festivities)
- 2015 Budget – Second review

Mr. Stites made a motion to recommend Approval of the 2015 Budget as presented. Mrs. Kuba

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

- Merit Compensation discussion

Mr. Stites made a motion to recommend Approval of \$450.00 in merit compensation for Mr. Sanders' work on the Sunbury and Concord Twp. contracts. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Director Review – Mr. Stites explained that he would compile comments from all Executive Committee members for Mr. Sanders' annual review. He asked Mr. Sanders to send him a brief summary of where he is at with the goals the Committee set during his 2013 review.
- Consideration for Recommendation of Approval: SWCD \$5,600.00, Health Dept. \$10,760.00
Mr. Stites made a motion to recommend Approval of the transfer of fees collected on their behalf for the SWCD \$5,600 and Health Dept. \$10,760. Mr. O'Brien seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mrs. Kuba). Motion carried.

4. Old Business *(none)*

5. Other Business *(none)*

6. Personnel *(none)*

7. Adjourn

Having no further business, Mrs. Kuba made a motion to adjourn the meeting at 10:40 a.m. Mr. Stites seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, December 10, 2014 at 8:45 a.m. at 109 North Sandusky Street, Delaware, Ohio, 43015.

- **Statement of Policy**

As is the adopted policy of the Regional Planning Commission, all applicants will be granted an opportunity to make their formal presentation. The audience will then be granted an opportunity to speak, at which time the chair will allow questions from the members of the Commission. This policy was adopted by the Regional Planning Commission to provide for the orderly discussion of business scheduled for consideration. The Chairperson may limit repetitive debate.

II. **VARIANCES** *(none)*

III. **ZONING MAP/TEXT AMENDMENTS**

23-14 ZON Linda Allaby – Harlem Twp. - 5 acres from AR-1 to FR-1

I. Request

The applicant Linda Allaby is requesting a 5-acre rezoning from AR-1 to FR-1 to allow the lot to be split into two residential lots.

II. Conditions

Location: 16277 Montgomery Rd., Johnstown, Ohio

Present Zoning: Agricultural (AR-1)

Proposed Zoning: Farm Residential (FR-1)

Present Use(s): One single-family house, barns, pond

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

Existing Density: 1 du / 5 acres

Proposed Density: 1 du / 2 acres

School District: Big Walnut Local School District

Utilities Available: Private well and private on-lot treatment systems

Critical Resources: pond, slope $\geq 20\%$

Soils: BeA Bennington Silt Loam 0-2% slope

PwA Pewamo Silty Clay Loam 0-1% slope

III. Issues

Through a series of events over the years, the subject 5-acre parcel has been developed to include a number of structures. The County Auditor's data indicates that the primary dwelling was built in 1892. Other buildings were added, including one that has been converted into a second dwelling. This second residential unit also includes an on-site waste treatment system.

In order to bring the current situation into closer compliance with zoning, the applicant is requesting that the 5-acre lot be rezoned to FR-1, which allows a minimum lot size of two acres. Although no development plan is required as part of a "straight" district review, a survey has been provided showing a 1.016-acre site and a 3.984 residual lot. Measurements are provided, indicating setbacks and building separation.

Because the 1.016-acre proposed lot does not conform to the FR-1 minimum lot size of 2 acres, it is assumed that the applicant will present a Variance request to the Board of Zoning Appeals. The other option would be to provide a 2-acre lot for the southern house, which would create an awkwardly shaped residual lot, given the location of the second residence. The applicant could also take the existing request to the BZA, which would require a Variance for both lots to be smaller than the existing 5-acre minimum. Rezoning the site first makes the Variance only needed for the southern lot.

The Delaware General Health District notes that the on-site system at the northern residence was permitted in 1992 for the kennel use (at the time). The age of the original home along Montgomery Road likely predates records.

The rezoning to FR-1 does improve the situation overall, and Harlem Township has generally supported conversion of AR-1 to FR-1 as less land-consumptive. The lot immediately west of this site is 1.25 acres and a split will not create a new building site, since both residences currently exist. Staff would recommend that the pond be incorporated into the southern lot, to make the lot as large (and as close to conforming) as possible. The BZA will need to wrestle with the question of whether the self-imposed hardship justifies the approval of a variance.

The subdivision of this lot would go through the NPA process and involve the review and approval of the typical agencies such as the Health District, Soil and Water, County Engineer, Sanitary Engineer and RPC staff.

IV. Staff Recommendations

Staff recommends **Conditional Approval** of the rezoning request for 5 acres from AR-1 to FR-1 to the DCRPC, Harlem Twp. Zoning Commission and Harlem Twp. Trustees, *subject to:*

1. *Confirming the location of the two on-site waste disposal systems through the Health District prior to submission to the BZA.*

Commission / Public Comments

No one was present to represent the applicant.

*Mr. Price made a motion to recommend **Conditional Approval** of the rezoning request by Linda Allaby, subject to:*

1. *Confirming the location of the two on-site waste disposal systems through the Health District prior to submission to the BZA.*

Mr. Sedlacek seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Harlem Twp.). Motion carried.

24-14 ZON EPCON Communities – Concord Twp. – 9.61 acres from FR-1 to PRD

I. Request

The applicant EPCON Communities, on behalf of the owner, is requesting a 9.61-acre rezoning from FR-1 to PRD to allow a 29 unit single family condominium project called The Courtyards at Manley Road.

II. Conditions

Location: northwest of the intersection of Manley and Glick Roads

Present Zoning: Farm Residential (FR-1)

Proposed Zoning: Planned Residential District (PRD)

Present Use(s): vacant

Proposed Use(s): 29 unit single family condo project

Existing Density: 1 du / 1.5 acres

Proposed Density: 3.02 du / acre

School District: Dublin School District

Utilities Available: Del-Co Water and public sewer

Critical Resources: pond, slope $\geq 20\%$

Soils: UdB Udorthents Clayey-Urban Land Complex undulating

III. Issues

Epcon is proposing a 29-unit condominium development along Manley Road just west of the Glick Road/Avery Road roundabout. The site is adjacent to Muirfield Phase 22 to the east and Muirfield Phase 43 to the southwest, both in the incorporated areas of Dublin. Lots are generally 1/3 acre in size in both phases. Land to the northwest is undeveloped land used for Muirfield parking during major tournaments. Directly north are sections of Tartan Fields in Concord Township, with the wastewater treatment plant north of the Muirfield parking area.

The proposed layout uses a single access to Manley Road, approximately 550 feet east of Corazon Drive. Home sites are arranged with a circular drive in a block pattern, with open space provided along Manley Road utilizing an

approximately 40-foot setback from centerline. Other open space is provided around the perimeter of the site, with mounding and landscaping along Manley and to the east. A sidewalk is provided along one side of the private streets, and around the perimeter of the site.

The “Courtyard” housing product is a design that has been built in two or three sites in the county, with several others proposed in 2014. Units are typically between 1,800 and 2,500 square feet. Two bedrooms are standard (three with an optional bonus suite). They have front load garages, with adequate space in front of the garage for two additional parking spaces. Units have ample windows and openings along one side, leading to a courtyard. The wall of the adjacent unit does not have windows or openings (except for the possibility of small areas of glass-block). Minimum building spacing is 10 feet, according to the development plan.

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. A steering committee has been meeting since November, 2013 to update the plan. The current draft of the plan recommends densities of 2 units per acre in much of the township.

The proposal represents a departure from the density recommended in the existing and draft Comprehensive Plan. Condominium projects, even when not age-restricted, have a lower impact on schools and traffic per unit than single-family developments on fee-simple lots. The 2 units per acre calculation would result in a total of 19 lots. If developed as a single-family development, this density would generate 190 trip ends per day. At the proposed density of 3 units per acre, detached housing would generate 160 trip ends per day (*source: Institute of Transportation Engineers*). Where sewage use is concerned, Delaware County calculates these units the same as single-family homes. Student generation will be negligible, if any, at this site.

VI. Issues

A. Density

No divergences are requested as the zoning code allows for certain density increments of one-half unit per acre be allowed for each item in a list of features, as long as the overall density does not exceed 3 units per acre. This plan appears to achieve #3) useable parks...as part of the design and #4) pedestrian or bike trails provided as part of the design. Language within the draft Comprehensive Plan is proposed to note that multi-family and condominium developments may be acceptable at densities above those recommended within the Land Use Recommendations, provided the impact to traffic and other community impacts.

B. Building spacing

As a condominium development, there are no parcel lines and therefore no side yard setbacks, although the plan indicates “lots” that will be created via the exempt condominium process. The design indicates a minimum 10-foot building separation between most buildings, with a larger separation between the rears of buildings down the center of the development.

Staff response: *These are designed as courtyard units, with windows and openings primarily on the front and one side,*

minimal openings on the opposing side and no features or openings on the rear of each unit.

C. Road Composition

Concord Township has experienced areas where the private nature of condominium roads has generated maintenance problems over time. Such standards need to be provided for in the Development Plan through the zoning process. The proposed cross section shows 1.5 inches of 448 asphalt over 6 inches of roller compacted concrete and 204 subgrade compaction. Staff recommends the township consult with the County Engineer for the appropriate language.

D. Utilities

The application includes a utility feasibility plan indicating sewer service coming down Manley Road from the plant that serves Tartan Fields. At this time, the developer of Tartan Fields controls the remaining taps for the sewer system and controls whether new development can tie into the system. There is no letter from the developer or from the County related to sewer serviceability.

The policy of the Regional Planning Commission typically has been that applications within sewer service areas are recommended for approval where sanitary service is required. However, this property should not be rezoned before the township verifies that service and capacity is being provided to the site via a commitment from the Tartan Fields developer.

There is no letter from the County Engineer's office, but staff has confirmation that the office has reviewed the plan. A Traffic Impact Study will be required. The access point appears to be appropriate but will need to be confirmed by the developer. Stormwater appears to outlet into an existing system in Muirfield. This would require coordination between the County, the applicant, and the City of Dublin.

VII. Staff Recommendations

Staff recommends **Conditional Approval** of the rezoning request for 9.61 acres from FR-1 to PRD to the DCRPC, Concord Twp. Zoning Commission and Concord Twp. Trustees, *subject to:*

- 1. Confirm a commitment for sewer service and capacity from the Tartan Fields developer;*
- 2. Check building spacing and other design details with the Fire Department, similar to the review of the Courtyards at Section Line Road proposal;*
- 3. Confirm proper sight distance is provided at the entrance location.*

Commission / Public Comments

Mr. Todd Faris, Faris Planning & Design was present to represent the applicant.

Mr. Gunderman questioned the size of landscape buffering. Mr. Faris stated that the front was 30'-40', east side 50', and north 15'-40'.

Mr. Gunderman asked if Mr. Faris was familiar with the discussions on sewer availability. Mr. Faris stated that Mr. David Haid with Epcon has been the contact and that he believes improvements have been made to the on-site sewage system and it just waiting to make they meet everyone's expectations.

Mr. Gunderman asked if there is a reason there is no potential access to the north in the plan. Mr. Faris said no, that the applicant doesn't own the property to the north and all the streets in this development are private. Mr. Faris confirmed the streets are 24' wide and that the project is curb and gutter.

Mrs. Jenkins clarified that the Tartan Fields treatment plant is near this property but although the plan is owned and maintained by the County, the capacity is controlled by developer (the ones that built the plant and

transferred it to the County). She explained that she has no authority to allow projects to tie into the plant unless the developer gives approval. The improvements Mr. Faris spoke of (to this facility) do not increase the capacity. It was just repairing the filters that will help it work better. Mr. Gunderman asked if there is capacity. Mr. Jenkins stated that she believes there is some capacity left.

Mr. Gunderman made a motion to recommend Denial for the rezoning request by Epcon for 9.61 acres until sewer service can be clarified. Mr. George seconded the motion. VOTE: Some for Denial, Majority Opposed to Denial, 2 Abstained (Sanitary Eng. and Concord Twp.). In the opinion of the Chairman the motion failed.

Mr. Stites made a motion to recommend Conditional Approval, subject to:

- 1. Confirm a commitment for sewer service and capacity from the Tartan Fields developer;**
- 2. Check building spacing and other design details with the Fire Department, similar to the review of the Courtyards at Section Line Road proposal;**
- 3. Confirm proper sight distance is provided at the entrance location.**

Mr. Fowler seconded the motion. VOTE: Majority For Conditional Approval, Some Opposed, 2 Abstained (Sanitary Eng. and Concord Twp. In the opinion of the Chairman the Motion carried.

IV. SUBDIVISION PROJECTS

Preliminary

14-14 Stablewood – Berlin Twp. - 28 lots / 63.3 acres

I. Conditions

Applicant: Trinity Home Builders
Subdivision Type: Single Family Residential
Location: north side of Berlin Station Rd., west of Dale Ford Rd.
Current Land Use: Agriculture
Zoned: Farm Residential District (FR-1)
Utilities: Del-Co water and on-site sewer
School District: Olentangy
Engineer: EMH & T

II. Staff Comments

Stablewood is a 28-lot subdivision that utilizes on-site sewage treatment on each lot. It is located on Berlin Station Road, where it takes its main entrance. A small area of frontage extends to Dale Ford Road, which is not recommended for connection. The plan shows the creation of a new road which will someday serve as the connection between Piatt Road and Roloson Road. This connection was identified on the 2001 Thoroughfare Plan as an arterial north/south connection halfway between Glenn Road and South Old State Road.

The subdivision takes its entrance from this road via Preakness Place, which intersects with Stablewood Drive. This second road creates frontage for most of the lots, ending in a cul-de-sac to the south and stubbing to the west in the northern part of the development.

A technical review was held on September 16, 2014, after which the applicant has addressed all of the required changes. Changes were made to accommodate the arterial road following discussions at the September 2014 RPC meeting.

III. Staff Recommendation

Staff recommends *Preliminary Approval* of **Stablewood** to the DCRPC.

Commission / Public Comments

Mr. Jim Lipnos, Homewood Corp., was present to answer questions from the Commission.

Mr. Gunderman asked about the ROW width and if that concern from the last meeting had been addressed. Mr. Sanders stated that the ROW was 80' as determined by the County Engineer for arterial roadways.

Mrs. Jenkins made a motion for Preliminary Approval of Stablewood. Mr. Gunderman seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Berlin Twp.). Motion carried.

22-14 Hawk's Nest – Genoa Twp. - 13 lots / 31.54 acres

Applicant: GSCS Holdings LLC
Subdivision Type: Single Family Residential
Location: east side of Old 3 C Hwy., north of Tussic Street
Current Land Use: field, woods
Zoned: Rural Residential District (RR)
Utilities: Del-Co water and on site sewer
School District: Big Walnut
Engineer: Advanced Civil Design

I. Staff Comments

Hawk's Nest is a 13-lot subdivision located between Old 3 C Highway and the Hoover Reservoir. It is the site of the former Otterbein equestrian facility and is generally surrounded by existing development. The site previously housed various outbuildings and silo foundations, as well as a 1901 residential structure. The project is accessed via a single road, located directly across from the entrance to the proposed Vinmar Village subdivision. Improvements to Old 3 C Highway at that location will be coordinated between the two developments.

The new lots will be served by on-lot waste treatment systems, as this property is in the future Big Walnut sewer service area. The main road, Belvi Way, ends in a cul-de-sac to the east. A second road, Jay Drew Way, proceeds south before turning east, also ending in a cul-de-sac. This cul-de-sac provides frontage for two existing homes which currently utilize an easement through the subject parcel. This easement will need to be released through a separate process when the new right-of-way is dedicated.

Stormwater is managed through several small water quality ponds, including an existing pond which will be maintained. A major gas line and easement cross the site, resulting in changes to the plan originally submitted in October. The site is being developed under the existing Rural Residential District, which requires 2-acre lots. Several lots are slightly smaller than this minimum – a detail that was approved through the BZA.

A technical review was held on September 16, 2014, after which the applicant has addressed all of the required changes.

II. Staff Recommendation

Staff recommends Preliminary Approval of **Hawk's Nest** to the DCRPC.

Commission / Public Comments

Mr. Tom Warner, Advanced Civil Design, was present to represent the applicant.

Mr. Howard explained that if this project goes into 2015, the State of Ohio sewage treatment system rules are changing and his review to date may be null and void. Mr. Warner acknowledged a letter describing this issue today.

Mrs. Jenkins made a motion for Preliminary Approve of Hawk's Nest. Mr. Price seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final (none)

CONSENT AGENDA

Final

08-12.2.1 Sanctuary at the Lakes, Sec. 2, Pt. 1 – Orange Twp. - 35 lots / 22.79 acres

I. Conditions

Applicant: M/I Homes
Subdivision Type: Single Family Planned development
Location: east side of Africa Rd., north of Lake Trail Dr.
Preliminary Approval: February 28, 2013
Current Land Use: vacant, wooded
Zoned: SFPRD (Single Family Planned Residential District)
Utilities: Del-Co Water, central sanitary sewer
School District: Olentangy
Engineer: Watcon Consulting Engineers and Surveyors

II. Staff Comments

This is the second plat to be recorded in Sanctuary at the Lakes. It extends the main street, Sanctuary Drive, to the east and south, where it forms a T intersection with Augusta Drive, which will continue east into a future phase and eventually to an existing portion of Augusta. New intersections are proposed at Royal Birkdale Drive, Deems Drive and Somerset Avenue. Somerset will eventually continue through a future phase to an existing portion of the road. Open space of 9.013 acres will be 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.

III. Staff Recommendation

Staff recommends *Final Approval* of **Sanctuary at the Lakes, Sec. 2, Pt. 1** to the DCRPC.

Commission / Public Comments

Mr. Gunderman made a motion for Final Approval of Sanctuary at the Lakes, Sec. 2, Pt. 1, seconded by Mr. Sedlacek. VOTE: Unanimously For, 0 Opposed. Motion carried.

V. EXTENSIONS *(none)*

VI. OTHER BUSINESS

- Consideration for Approval – payment for fees collected on their behalf: Health Dept. (\$10,760) & Soil & Water (\$5,600)

Mr. Sedlacek made a motion to Approve payment to SWCD for \$5,600 and the Health Dept. for \$10,760 for fees collected on their behalf. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration of Approval – 2015 Budget

Mr. Price made a motion to Approve the 2015 Budget as presented at the October RPC meeting. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration of Approval – 2015 Meeting schedule

Mr. Price made a motion to Approve the 2015 meeting schedule. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration of Approval – Merit Compensation

In according with the Merit Compensation Policy adopted by the Regional Planning Commission, the Executive Committee recommends the payment of \$450 to the Director for work done on contracts in 2014. These contracts included the Concord Township Comprehensive Plan and the Sunbury Comprehensive Plan.

Mr. Farahay made a motion to Approve \$450 in Merit Compensation for Mr. Sanders. Mr. Gunderman seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Discussion of a Special Meeting to consider a combined Preliminary/Final plat for Northstar Section 1, Phase D.

The RPC office has received a completed Combined Preliminary/Final application and fees for Northstar, Section 1, Phase D from the consultant, Terrain Evolution. Roads are in place and the Final Plat has been signed by all the County agencies, a requirement for Final approval. Accompanying that application is a letter from the Building Industry Association and Nationwide Realty requesting that the plat be reviewed and approved as quickly as possible. The subject project is the site of the 2015 BIA Parade of Homes. Issues related to the Northstar Wastewater Treatment Plant delayed the Sanitary Engineer from signing the plat in time to be placed on the November RPC agenda. Those issues have been resolved through a Resolution agreement between the County Commissioners and the developer. Parade of Homes builders do not want to wait until after the December RPC meeting (and subsequent County Commissioners approval several days after that) to begin site work. Realizing the significant economic and public-relations impact to the immediate area, Delaware County, and Central Ohio region, the approval of the Parade of Homes site deserves special consideration.

According to ORC 711.10 a plat may be approved after seven calendar days have passed from the date the Commission sets a meeting and sends notice of the meeting. That suggests that the earliest a meeting could be scheduled is Monday, December 1, 2014. The Commission needs to discuss the best time and location for a meeting where a quorum can be present.

Mr. Jim Hill, Executive Director of the BIA along with Mr. Bart Barok of Nationwide were present.

After a brief discussion, Mr. Stites made a motion to call a special meeting of the DCRPC in order to consider for approval the Preliminary and Final plat for Northstar, Section 1, Phase D on Tuesday, December 2, 2014 at 6:00 p.m. at the Delaware County Commissioner meeting room, 101 N. Sandusky Street. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

VII. POLICY / EDUCATION DISCUSSION

- David Rutter, Watershed Coordinator at MORPC, provided an update on the Sustaining Scioto project and the Adaptive Management Plan related to it.

Mr. Rutter explained that a lot of the technical documents and presentations from the Stakeholder Advisory Committee are available at www.morpc.org/sustainingscioto.

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

A Special meeting of the Delaware County Regional Planning Commission will be Tuesday, December 2, 2014, 6:00 PM at the Delaware County Commissioners meeting room, 101 N. Sandusky St., Delaware, Ohio 43015.

The next regular meeting of the Delaware County Regional Planning Commission will be Thursday, December 18, 2014, 7:00 PM at the Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.

Having no further business, Mr. Price made a motion to adjourn the meeting at 8:10 p.m. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.