



Delaware County Regional Planning Commission

109 North Sandusky Street
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www.dcrpc.org

Scott B. Sanders, AICP
Executive Director

MINUTES

Thursday, February 26, 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 January 29, 2015 RPC Minutes
- Executive Committee Minutes of February 18, 2015
- Statement of Policy

II. VARIANCES/EXTENSIONS

07-05.1-3.V Nelson Farms, Sections 1-3 – Liberty Twp. – Sections 102.03 and 204.04

III. ZONING MAP/TEXT AMENDMENTS

- 05-15 ZON Bob Webb Hidden Oaks LLC – Orange Twp. – 20 acres – MFPRD to SFPRD
- 06-15 ZON Michael Longwasser – Delaware Twp. – 4.25 acres – FR-1 to PC

IV. SUBDIVISION PROJECTS

Preliminary

		Township	Lots/Acres
03-15	Liberty Bluff	Liberty	68 lots / 81.4 acres

Preliminary/Final (none)

Final

06-13	Old Harbor Estates, Section 1	Berlin	41 lots / 26.27 acres
08-12.2.2	Sanctuary at the Lakes, Section 2, Part 2	Orange	03 lots / 01.252 acres

T=TABLED, W=WITHDRAWN

V. OTHER BUSINESS

- Consideration for Approval: Liability Insurance \$7,312.00
- Appointment of Nominating Committee for Executive Committee members

VI. POLICY / EDUCATION DISCUSSION

VII. RPC STAFF AND MEMBER NEWS

- Leo Wilhelm –Genoa Township Trustee was introduced. He will also serve as the Alternate for Genoa Twp. to the RPC

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, Susan Kuba, Ric Irvine, Fred Fowler, Ken O'Brien, Barb Lewis, Steve Burke, Tiffany Jenkins, Gary Gunderman, Susan Dorsch, Jon Trainer, Dave Stites, Tom Farahay, Joe Proemm, Bill Thurston, Dan Boysel, Charlie Callendar, and Mike Dattilo. Alternates: John Piccin. Staff: Scott Sanders, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the January 29, 2015 RPC Minutes**

Mr. Ric Irvine made a motion to Approve the minutes from the last meeting as presented. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

▪ **February 18, 2015 Executive Committee Minutes**

1. Call to order

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

2. Approval of Executive Committee Minutes from January 21, 2015

Mr. George made a motion to Approve the minutes from January 21, 2015. Mr. Stites seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

3. New Business

- Financial / Activity Reports for January 2015

REGIONAL PLANNING RECEIPTS		JANUARY	YTD TOTAL
General Fees (Lot Split)	(4201)	\$410.00	\$410.00
Fees A (Site Review)	(4202)	\$300.00	\$300.00
Insp. Fees (Lot Line Transfer)	(4203)	\$400.00	\$400.00
Membership Fees	(4204)	\$184,690.00	\$184,690.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)		
Assoc. Membership	(4206)		
General Sales	(4220)		
Charges for Serv. A (Prel. Appl.)	(4230)	\$10,399.60	\$10,399.60
Charges for Serv. B (Final. Appl.)	(4231)	\$4,899.60	\$4,899.60
Charges for Serv. C (Ext. Fee)	(4232)	\$300.00	\$300.00
Charges for Serv. D (Table Fee)	(4233)		
Charges for Serv. E (Appeal/Var.)	(4234)	\$300.00	\$300.00
Charges for Serv. F (Planned District Zoning)	(4235)	\$300.00	\$300.00
OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$125.00	\$125.00
Soil & Water Fees	(4243)	\$225.00	\$225.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A			

Other Misc. Revenue (GIS maps)	(4730)		
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$202,349.20	\$202,349.20

Balance after receipts	\$832,658.02
Expenditures	- \$ 23,485.39
End of January balance (carry forward)	\$809,172.63

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

- Site Review:
 - 1.) BOK – Liberty Twp. – 04 lots / 9.03 acres
- February RPC Preliminary Agenda
 - 1.) Rezoning:
 - Bob Webb Hidden Oaks LLC – Orange Twp. – 20 acres – MFPRD to SFPRD
 - 2.) Variance/Extensions:
 - Nelson Farms, Sections 1-3 – Sections 102.03 and 204.04 – requesting 2 year extension
 - 3.) Preliminary:
 - Liberty Bluff – Liberty Twp. – 68 lots / 81.4 acres
 - 4.) Preliminary/Final: *(none)*
 - 5.) Final:
 - Old Harbor Estates, Section 1 – Berlin Twp. – 41 lots / 26.27 acres
 - Sanctuary at the Lakes, Section 2, Part 2 – Orange Twp. – 3 lots / 1.252 acres
- Director’s Report
 - 1.) Began monthly meeting with the Economic Development office;
 - 2.) Progress on Annual Report – am including the Olentangy Student Generation study;
 - 3.) Began minor Zoning work for Delaware Twp.;
 - 4.) Collecting data for an area study of the road network in the 36/37/71 area;
 - 5.) Chosen by MORPC to serve on a Data task force – first meeting this Thursday;
 - 6.) Concord Comp Plan is progressing at the Zoning Commission level;
 - 7.) Berkshire Zoning Code progressing at the Zoning Commission level.
- Consideration for Approval: Liability Insurance - \$7,312.00
Premium increased by \$110.00 with added cyber liability. \$8,000 was budgeted.

Mrs. Jenkins made a motion to recommend Approval of the liability insurance expense of \$7,312.00, seconded by Mr. George. VOTE: Unanimously For, 0 Opposed. Motion carried.

4. Old Business *(none)*

5. Other Business *(none)*

6. Personnel

- Position Descriptions

Mr. Stites commented that all suggestions he had were incorporated into the position description drafts. After some discussion, the Committee agreed on a “minimum of 2 years of related work experience” for the Executive Administrative Assistant position. Staff will add this and sent to the full Commission for consideration at the March 26th RPC meeting.

Mr. Stites made a motion to recommend the amendments to the position descriptions as presented and discussed by the Committee. Mr. George seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

7. Adjourn

Having no further business, Mrs. Kuba made a motion to adjourn the meeting at 11:20 a.m. Mrs. Jenkins seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, March 18, 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/EXTENSIONS

07-05.1-3.V Nelson Farms, Sections 1-3 – Liberty Twp. – Sections 102.03 and 204.04

Applicant: Nelson Farms Assoc. LLC

Engineer: EMH & T

Preliminary approval: 05/25/06

Extensions granted: 10/25/12 (to begin 3/13 for 1 year), 03/27/14 for 1 year via variance

I. Request

Nelson Farms Assoc. LLC. is requesting a variance to sections 102.03 and 204.04 regarding the expiration and extension of the Preliminary Plan. The applicant is requesting a 2-year extension beyond the time limit allowed in the Subdivision Regulations to complete the platting of a subdivision (five years after the first plat is recorded) in the Nelson Farms subdivision in Liberty Township.

The proposed subdivision is located on the west side of SR 315, north of Home Road.

II. Facts

1. The Subdivision Regulations require that a Subdivision be completely platted within five years of the first

Section being recorded;

2. Nelson Farms, Sections 1-3 received Preliminary approval on March 25, 2006;
3. Section 1, Phase A was recorded March 2008, giving the remaining sections until March 2013 to be recorded.
4. The project was given a 1-year extension October 2012 to begin March 2013 until March 2014;
5. A variance was granted March 2014 for a 1 year extension to March 2015;
6. The applicant seeks a third two-year extension for the remainder of the subdivision by variance to March 2016.

III. Criteria For a Variance

The burden is on the applicant to demonstrate in writing, each of the following:

- 1) The granting of this variance request shall not be detrimental to the public health, safety and welfare and not injurious to other property.
- 2) The conditions upon which this variance request is based are unique to the property for which this variance is sought.
- 3) Due to the physical surroundings, shape, or characteristics of the property, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the Delaware County Subdivision Regulations were carried out.
- 4) The granting of this variance will not vary the provisions of the applicable zoning regulations, comprehensive plans, or other existing development guidelines and regulations, nor shall it otherwise impair the intent and purpose of these regulations, or the desirable development of the neighborhood and community.

Applicant's Response: "...we are respectfully requesting a variance from Sections 204.04 of the Subdivision regulations for Delaware County, Ohio, to allow for an additional two year extension for the Nelson Farms, Section 1, 2 and 3 Preliminary plan approval. Our records indicate the preliminary plan will expire March of 2015.

EMH&T has submitted the engineering plans for Nelson Farms, Sections 2B, 2C and 3 to the Delaware County Engineer's office which are the last sections of the project to be developed. We are currently in the process of resubmitting the plans for Section 2B back to the County Engineer's office for approval and will follow up with the other two sections.

Similar to other projects in the county, the development of Nelson Farms slowed due to the great recession and subsequent down turn in housing. As the economy has recovered so has the demand for housing within the development.

Unless there are some unforeseen circumstances this should be the final request to extend the approval of the preliminary plan."

Staff comments: *This area is the subject of engineering challenges in extending sanitary sewer through the site. Recent agreements by the County Commissioners should lead to progress on this issue. Zoning on the site and development in the area has not changed.*

IV. Staff recommendations

DCRPC staff recommends that based on engineering challenges and regional sewer improvements, the *Variance* request from Sec. 102.03 & 204.04 for **Nelson Farms, Sections 1-3** and a one-year *Extension* of the Preliminary be *Approved*.

Commission / Public Comments

Mr. Dave Thomas with EMH & T was sworn in.

Mr. Stites made a motion to Approve the Variance, based on the findings of facts #1-6 and for a one-year extension of Nelson Farms, Sections 1-3. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

III. ZONING MAP/TEXT AMENDMENTS

05-15 ZON Bob Webb Hidden Oaks LLC – Orange Twp. – 20 acres – MFPRD to SFPRD

I. Request

The applicant, Bob Webb Hidden Oaks, LLC, is requesting a 20+ acre rezoning from MFPRD to SFPRD to allow for a 35 unit single family residential condominium development called Hidden Oaks.

II. Conditions

Location: north of Abbey Knoll Drive, and including the extension of Westbrook Place

Present Zoning: Multi Family Planned Residential (MFPRD)

Proposed Zoning: Single Family Planned Residential (SFPRD)

Present Use(s): vacant, wooded

Proposed Use(s): 35 unit condominiums

Existing Density: 2.25 du/acre

Proposed Density: 1.75 du/acre

School District: Olentangy Local School District

Utilities Available: Del-Co Water and central sanitary sewer

Critical Resources: ponds

Soils: BeA Bennington Silt Loam 0-2% slope

CaB Cardington Silt Loam 2-6% slope

AmD2 Amanda Silt Loam 12-18% slope

AmF Amanda Silt Loam 25-50% slope

LoA Lobdell Silt Loam, Channery Sustratum 0-2% slope

Surrounding Land Uses: To the south is McCammon Chase at 1.36 units/acre. To the west is Abbey Knoll at 1.97 units/acre. To the north is Woodstone at .87 units/acre. To the east is undeveloped land and Bale Kenyon Bluffs.

III. Proposal

This site was zoned in 2004 to allow 45 condominium units on 20 acres. The intent was to build 15 3-unit buildings along with a community pool. The roads were eventually installed, as were the sewer and other utilities within the site. Two accesses were provided as a part of the zoning and County Engineer's review process – one from Westbrook Place and the other from Abbey Knoll Drive. The resulting slow-down in the economy led to a lack of development of any residential units on the site. The existing market and lending constraints suggest that single-family-style development is best suited for the site. This style of development is also more palatable to the subdivision to the south, which was zoned in 2002 with homes built in 2005-2009.

The intent is to use the existing grading and road network to create 35 building pads, a reduction in the number of

units from the previously-approved 45. A new section of road will be built at the western end of the project, connection the road and allowing for better circulation through the site.

The applicant has been directed to apply for a rezoning for this property. The Orange Township Zoning Resolution requires that single-family structures be located on individual parcels. On the other hand, the resolution includes two or more units in a single building as part of the permitted uses in the Multi-Family PRD. Therefore, there is no defined location for the single-family, detached condominium product. This request still requires divergences, but the SFPRD is more in keeping with the surrounding development.

IV. Divergences

1. Continuation of the previously-approved divergence to allow a community-identification sign to be located offsite on Orange Road.

Staff response: This was previously approved and appropriate, if detail is provided to the township. This should be integrated into the existing McCammon Chase entry features, as proposed in the text.

2. Continuation of the previously-approved divergence to maintain contours in excess of six percent slope due to stream crossings and extraordinary topographic conditions on the site.

Staff response: This was previously approved and appropriate.

3. Continuation of the previously-approved divergence to locate a temporary sign advertising property for sale which would be located offsite on Orange Road.

Staff response: This was previously approved and appropriate.

4. Requesting a divergence from the minimum building front setback of 30 feet, as listed in Section 21.09, to a minimum of 10- feet from the back of the street curb due to the topographic constraints of the site and to maintain a minimum of 25 foot building separation. A minimum of 20 feet of front setback will be provided from the back of the street curb to the front of the building (garage) where the driveway is located to allow for off-street parking in the driveway. Applicant notes that the previous proposal was granted a reduction of the front setback from 30 feet to 12 feet.

Staff response: This is limited to only a few structures based on the curvature of the road. As noted, all the garages will have a minimum 20-foot driveway in front and appear to be generally flush with the face of the house (no "snout houses").

5. Technically, the applicant needs to request a divergence from the requirement that a single-family structure must be located on an individual parcel, which is not defined but assumed based on the lot configuration requirements in 10.07 c.), d.), e.), g.), and h.).

Staff response: Based on other commitments in the application and the issues noted in the introductory section of this report, this is a reasonable request.

V. Staff Recommendations

Staff recommends **Conditional Approval** of the rezoning request by Bob Webb Hidden Oaks LLC, to the DCRPC, Orange Twp. Zoning Commission, and Orange Twp. Trustees, *subject to approval of the requested variances and determining whether a variance is needed regarding individual lots for each unit, a variance which is supported by this report.*

Commission / Public Comments

Mr. Dave Denniston with Advanced Civil Design was present to represent the applicant.

Mr. O'Brien questioned who would maintain the roads. Mr. Denniston stated that the roads would be private and maintained by the development through deed restrictions.

Mr. George made a motion to recommend Conditional Approval of the rezoning request by Bob Webb Hidden Oaks LLC, subject to staff recommendations. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

06-15 ZON Michael Langwasser – Delaware Twp. – 4.25 acres – FR-1 to PC

I. Request

The applicant, Michael Langwasser, is requesting a 4.25-acre rezoning from FR-1 to PC to allow for weddings, parties and similar events to be held in their existing barn and surrounding green space.

II. Conditions

- Location:** 2562 Braumiller Rd., Delaware
- Present Zoning:** Farm Residential (FR-1)
- Proposed Zoning:** Planned Commercial (PC)
- Present Use(s):** single family home, barn
- Proposed Use(s):** barn to be used for events/parties; weddings
- Existing Density:** 1 du / 2 acres
- School District:** Olentangy Local School District
- Utilities Available:** Del-Co Water and on-site sanitary sewer
- Critical Resources:** none
- Soils:** GwB Glynwood Silt Loam, 2-6% slope
 - BoA Blount Silt Loam, 0-2% slope
 - BoB Blount Silt Loam, 2-4% slope

Surrounding land uses: To the south and west are sections of Dornoch Subdivision and golf course; to the north are two residences and Dornoch access; to the east is undeveloped land in the township, projected to be developed as the city annexes northward.

III. Proposal

The applicant/owner has submitted an application to rezone the property to Planned Commercial. The application includes, in text format, a summary of the proposal. The residence would be maintained as such, while the 3,600 s.f. three-sided barn would be used for weddings, predominately on the weekends. Renter will be responsible for all food service, as well as for the provision of tables, chairs, and other items. The development plan includes a survey of the existing structures and features, indicating that there will be no changes to the property.

IV. Issues

Process – This is a situation where an applicant is seeking a change in use that is not allowed under FR-1 zoning. The applicant has been directed to a Planned district, where the specific use can be controlled so that the intensity of the site is not increased beyond the current intentions. However, none of the detail typically required is being provided. The requirements of the Development Plan may seem to be excessive for the proposal, but they are required. Because nothing is proposed to change, no “plan” was provided. There are also no service letters that are typically in the application, including a letter from the Fire Department and indicating any approval from the EPA or Health District.

Other items are not references, such as General Development Standards, Signs, and Landscaping. For example, all

parking areas are required to be paved except in the FR-1 district.

Comprehensive Plan – Delaware Township has not completed a Comprehensive Plan and staff typically looks at the older County-wide plan for guidance, as well as current development patterns in the area. This is a strictly residential area, both in Delaware and Liberty Townships, as well as in the City of Delaware.

Location – Although this isn't a typical Commercial use, it will change the zoning map and will appear to be out of place. Rezoning this property to PC will open the door to other requests seeking other uses allowed under PC zoning. Although a change would require going to the township for approval, it could result in a legal issue in the future. Also, while at 5 acres this parcel is fairly large, it is rather close to adjacent residential development to the south and west. Weddings usually have music, particularly if the reception is held on site. This will cause unanticipated impacts to the surrounding area.

Plat – Planned Commercial uses require a plat, which staff assumes the applicant does not intend to file.

Conclusion – While the occasional wedding might be an appropriate use for this site, the impacts are unknown over time. Temporary approvals for individual events might be a solution, but staff recommends seeking legal guidance for that. Rezoning the property to Planned Commercial and Office opens the door to potential conflicting uses in the future.

V. Staff Recommendations

Staff recommends **Denial** of the rezoning request by Michael Langwasser, to the DCRPC, Delaware Twp. Zoning Commission, and Delaware Twp. Trustees, *based upon issues raised in this report.*

Commission / Public Comments

No one was present to represent the applicant.

Mr. Stites made a motion to recommend Denial of the rezoning request by Michael Langwasser, based on staff recommendation. Mr. Farahay seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

IV. SUBDIVISION PROJECTS

Preliminary

03-15 Liberty Bluff – Liberty Twp. - 68 lots / 81.4 acres

I. Conditions

- Applicant:** Kevin Kramer, et al
- Subdivision Type:** Single Family Planned Residential
- Location:** west side of Olentangy River Rd. (SR 315), south of Timberlake Dr.
- Current Land Use:** House, accessory buildings
- Zoned:** Planned Residential (PR)
- Utilities:** Del-Co water and public sanitary sewer
- School District:** Olentangy
- Engineer:** American Structurepoint Inc.

II. Staff Comments

Liberty Bluff is a subdivision with access to S.R. 315 which received zoning approved from the Township in November, 2014. It includes a single entry, which travels west out of the Olen tangy River valley. The road continues to the far western end of the subdivision before turning north into an intersection with a second east/west road. There is also a connector road between these roads.

The 68 lots are accessed with open ditch streets which include a 5-foot wide multi-use path traveling through the site and additional 4-foot sidewalk on other streets. Open space will make up 22.7 acres of the site, of 34% of the proposed area.

This is generally an area where soluble bedrock known as karst has been indicated. Several existing and potential sinkholes are located on this site. As stated in the applicant's submitted comments, further investigation and determination of the existence and/or size of the karst topography will have to be determined as a part of Final Engineering. A note similar to the one on the plats for Trail's End will be required on the plat noting that this geologic feature was observed on the site and that individual building sites may need additional study. The County Engineer's office has asked for additional borings to determine the stability of improvement locations.

A technical review was held on February 17, 2015, after which the applicant has addressed all of the required changes.

III. Staff Recommendation

Staff recommends *Conditional Preliminary Approval* of **Liberty Bluff** to the DCRPC, subject to:

1. *Providing proposed street names to the RPC prior to proceeding to Final Engineering; and*
2. *Investigating and determining the existence and/or size of the Karst Topography as part of final engineering. Further study may impact the final layout of the site and may require areas to be denoted on the plat.*

Commission / Public Comments

Mr. John Wicks with RPDD LLC was present. He stated that they would be looking into the Karst issue once the weather permits.

Mr. Stites questioned the proposed open ditch and if it fit with surrounding subdivisions. Mr. Piccin stated that both projects to the north and south are open ditch. Mr. Wicks also stated that the project was approved by the Township as open ditch. This may change through discussions between the County and the Township.

Mr. Farahay made a motion for Conditional Preliminary Approval of Liberty Bluff, subject to staff recommendations. Mr. Stites seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Preliminary/Final *(none)*

CONSENT AGENDA

Final

06-13 **Old Harbor Estates, Section 1 – Berlin Twp. - 41 lots / 26.27 acres**

I. Conditions

- Applicant:** Old Harbor Estates, LLC.
- Subdivision Type:** Single Family Residential
- Location:** east side of S. Old State Rd., north of Hollenback Rd.
- Current Land Use:** Single-family home, several accessory buildings
- Zoned:** R-3 with PRD overlay
- Utilities:** Del-Co Water, central sanitary sewer
- School District:** Olentangy
- Engineer:** Advanced Civil Design

II. Staff Comments

Old Harbor Estates is a 41-lot subdivision on 26.27 acres on South Old State Road north of Hollenback Road in Berlin Township.

The plan consists of a main entrance from S. Old State Road with a road to the northeast ending in a cul-de-sac (Regatta Court), and an additional cul-de-sac to the northwest (Cardinal Court). Turning to the south, the road continues as Mainsail Drive ending in a cul-de-sac to the east. A road extends to the south (Topsail Drive) stubbing to the southern property for future extension. Open space is provided along the stream, surrounding two detention areas, and along S. Old State Road in the southwest corner of the site. The applicant plans to continue this subdivision to the south (Section 2), connecting it to Hollenback Road as provided in the rezoning. Road design has taken the overall development into consideration.

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 **Old Harbor Estates, Section 1** to the DCRPC.

Commission / Public Comments

Mr. Farahay made a motion for Final Approval of Old Harbor Estates, Section 1. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

08-12.2.2 **Sanctuary at the Lakes, Section 2, Part 2 – Orange Twp. - 03 lots / 01.252 acres**

I. Conditions

- Applicant:** M/I Homes
- Subdivision Type:** Single Family Residential, Common Access Driveway
- Location:** west side of Augusta Drive, west of Sanctuary Dr.
- Current Land Use:** vacant
- Zoned:** Single Family Planned Residential (SFPRD)
- Utilities:** Del-Co Water, central sanitary treatment
- School District:** Olentangy

Engineer: Watcon

II. Staff Comments

This is a small, three-lot Common Access Driveway in the larger Sanctuary at the Lakes subdivision, which has an overall 165 lots. The CAD extends off the end of August Drive at its intersection with Sanctuary Drive. The CAD Maintenance Agreement has been recorded with reference added to the plat.

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, Section 2, Part 2** to the DCRPC.

Commission / Public Comments

Mr. Farahay made a motion for Final Approval of Sanctuary at the Lakes, Section 2, Part 2. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

V. OTHER BUSINESS

- Consideration for Approval: Liability Insurance \$7,312.00

Mr. Burke made a motion to Approve the Liability Insurance for \$7,312.00. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Appointment of Nominating Committee for Executive Committee members

Chairman O'Brien appointed Fred Fowler, Bonnie Newland and Tom Farahay to the Nominating Committee. He asked that anyone interested in serving on the Executive Committee to contact one of them. The vote would take place at the March 26th RPC meeting.

- Housing Counsel – Mr. Sanders explained that the Regional Planning has two seats on the Housing counsel that reviews projects for the Community Reinvestment Area (CRA). Due to the timing of the appointment requirements, he asked that the Commission delegate authority to appoint those two members to the Executive Committee.

Mr. Gunderman made a motion to delegate the appointing authority to the Executive Committee for the two positions to the housing counsel. Mr. Fowler seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. O'Brien). Motion carried.

VI. POLICY / EDUCATION DISCUSSION (none)

VII. RPC STAFF AND MEMBER NEWS

- Mr. Stites welcomed back Representative Bill Thurston who was recovering from an automobile accident.

- Leo Wilhelm –Genoa Township Trustee was introduced. He will also serve as the Alternate for Genoa Twp. to the RPC.

Having no further business, Mr. Farahay made a motion to adjourn the meeting at 7:40 p.m. Mr. Sedlacek seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, March 26, 2015, 7:00 PM at the Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.

Ken O'Brien, Chairman

Stephanie Matlack, Executive Administrative Assistant