



# Delaware County Regional Planning Commission

109 North Sandusky Street  
P.O. Box 8006, Delaware, Ohio 43015  
740-833-2260 www.dcrpc.org  
Scott B. Sanders, AICP Executive Director



## \*MINUTES\*

Thursday, October 25, 2018 at 6:30 PM

Hayes Services Building, 140 N. Sandusky St., Conference Room 235,  
Delaware, Ohio 43015

### I. ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of September 27, 2018 RPC Minutes
- Executive Committee Minutes of October 17, 2018
- Statement of Policy

### II. FINAL CONSENT AGENDA

		Township	Lots/Acres
06-17.1	Northlake Woods, Section 1	Berkshire	47 lots / 38.143 acres
06-04.2	Summerwood Lakes, Section 2	Berkshire	39 lots / 27.683 acres
12-17.1.A	The Pines, Section 1, Phase A	Berlin	60 lots / 48.925 acres
12-17.1.B	The Pines, Section 1, Phase B	Berlin	35 lots / 26.922 acres
13-15.3	Clarkshaw Moors, Section 3	Concord	19 lots / 12.743 acres
17-16.3	Scioto Ridge Crossing, Section 3	Concord	33 lots / 16.675 acres
19-16.1	Britonwoods, Section 1	Genoa	15 lots / 40.208 acres

### III. VARIANCES

20-18.V Brookewood Construction - Genoa Place - Genoa Twp. - request for reduced CAD width

### IV. ZONING MAP/TEXT AMENDMENTS

27-18 ZON Concord Twp. Zoning Commission - zoning code text amendments  
 28-18 ZON Mark & Carmela Jordan - Harlem Twp. - 6.68 acres from AR-1 to FR-1  
 29-18 ZON Orange Twp. Zoning Commission - Comprehensive Plan update  
 30-18 ZON Northstar Residential Development - Berkshire Twp. - 44.904 acres - PMUD 17 review

### V. SUBDIVISION PROJECTS

		Township	Lots/Acres
<u>Preliminary</u>			
28-18	T Grand Pointe at North Orange	Orange	35 lots / 21.36 acres

Preliminary/Final (none)

T=TABLED, W=WITHDRAWN

### VI. EXTENSIONS

24-16	Woodcrest Crossing	Liberty	190 lots / 171.7 acres
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**VII. OTHER BUSINESS**

- 2019 Budget - 1<sup>st</sup> review
- 2019 DCRPC Meeting schedule draft

**VIII. POLICY / EDUCATION DISCUSSION**

**IX. RPC STAFF AND MEMBER NEWS**

**I. ADMINISTRATIVE BUSINESS**

▪ **Call to Order**

Chairman Stites called the meeting to order at 6:35 p.m.

▪ **Roll Call**

*Representatives:* Jeff George, David Loveless, Susan Kuba, Ric Irvine, Fred Fowler, Mike Frommer, Tom Hopper, Joe Shafer, Jon Trainer, Dave Stites, Hal Clase, Michelle Boni, Ed Snodgrass, Josh Vidor, Tim Gose, Bonnie Newland, and Mike Dattilo. *Alternates:* Bob Lamb, Dustin Kent, John Piccin, Bill Piper, Charles Hurt, James Hatten, and Richard Lehner. *Staff:* Scott Sanders, Phil Bennetch, Da-Wei Liou and Stephanie Matlack.

▪ **Approval of the September 27, 2018 RPC Minutes**

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

▪ **October 17, 2018 Executive Committee Minutes**

1. **Call to order**

Vice Chair Kuba called the meeting to order at 8:45 a.m. Present: Susan Kuba, Jeff George, Gary Merrell, and Mike Frommer. Dave Stites was absent. Staff: Scott Sanders and Stephanie Matlack.

2. **Approval of Executive Committee Minutes from September 19, 2018**

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

3. **New Business**

- Financial / Activity Reports for September 2018

REGIONAL PLANNING RECEIPTS		SEPTEMBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$820.00	\$9,325.00
Fees A (Site Review)	(4202)	\$900.00	\$5,699.00
Insp. Fees (Lot Line Transfer)	(4203)	\$500.00	\$2,600.00
Membership Fees	(4204)		\$231,805.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$664.20	\$1,554.20
Assoc. Membership	(4206)		\$0.00
General Sales	(4220)		\$15.00
Charges for Serv. A (Prel. Appl.)	(4230)	\$15,500.00	\$69,747.00
Charges for Serv. B (Final. Appl.)	(4231)	\$6,600.00	\$53,085.60
Charges for Serv. C (Ext. Fee)	(4232)	\$300.00	\$600.00
Charges for Serv. D (Table Fee)	(4233)	\$200.00	\$1,800.00
Charges for Serv. E (Appeal/Var.)	(4234)	\$900.00	\$2,700.00
Charges for Serv. F (Planned District Zoning)	(4235)	\$1,500.00	\$6,300.00

OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)		\$9,780.00
Soil & Water Fees	(4243)	\$575.00	\$5,600.00
Commissioner's fees	(4244)		\$0.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A			\$0.00
Other Misc. Revenue (GIS maps)	(4730)		\$0.00
Misc. Non-Revenue Receipts	(4733)	\$7.00	\$188.00
Sale of Fixed Assets	(4804)		\$0.00
<b>TOTAL RECEIPTS</b>		<b>\$28,466.20</b>	<b>\$400,798.80</b>

Balance after receipts	\$958,276.74
Expenditures	- \$ 30,468.58
End of September balance (carry forward)	\$927,808.16

*Mr. George made a motion to Approve the Financial report as presented subject to Audit. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

- September Site Reviews
  - 1.) Honey Grove Phase 1 - Northstar - Berkshire Twp. - 24 lots / 11.316 acres
- October RPC Preliminary Agenda
  - 1.) Rezoning:
    - Concord Twp Zoning Commission - zoning code text amendments
    - Mark & Carmela Jordan - Harlem Twp. - 6.68 acres from AR-1 to FR-1
    - Orange Twp. Zoning Commission - Comprehensive Plan update
    - Northstar Residential Development - Berkshire Twp. - 44.904 acres - PMUD Art. 17
  - 2.) Variance
    - Brookewood Construction - Genoa Place - Genoa Twp. - request for reduced CAD width
  - 3.) Preliminary:
    - Grand Pointe at North Orange - Orange Twp. - 35 lots / 21.36 acres
  - 4.) Final:
    - Northlake Woods, Section 1 - Berkshire Twp. - 47 lots / 38.143 acres
    - Summerwood Lakes, Section 2 - Berkshire Twp. - 39 lots / 27.683 acres
    - The Pines, Section 1, Phase A - Berlin Twp. - 60 lots / 48.925 acres
    - The Pines, Section 1, Phase B - Berlin Twp. - 35 lots / 26.922 acres
    - Clarkshaw Moors, Section 3 - Concord Twp. - 19 lots / 12.743 acres
    - Scioto Ridge Crossing, Section 3 - Concord Twp. - 33 lots / 16.675 acres
    - Britonwoods, Section 1 - Genoa Twp. - 15 lots / 40.208 acres
  - 5.) Extension

- Woodcrest Crossing – Liberty Twp. – 190 lots / 171.1 acres
- Director's Report
  - 1.) **Trenton Township** – met with Zoning Commission to discuss general zoning issues;
  - 2.) **Orange Township Comp Plan** – met to discuss final changes, Zoning Commission later approved to the Trustees;
  - 3.) **Berlin Township Comp Plan** - waiting for next meeting, started reformatting book and updating chapters;
  - 4.) **Monthly Development Meeting** – participated on September 26;
  - 5.) **DACC remodel** – attended kick-off meeting, employees completed survey, scheduled visit with architect group on November 7;
  - 6.) **Brown Township Comp Plan** - met and presented first full draft. Will wait to hear back from Zoning Commission. Kilbourne developers are seeking a combination of Variances and potential rezonings;
  - 7.) **Trakit Software:** I think all internal prep has been completed (at least the RPC portion has) and current data has been prepped so that Superior can create actual projects that we can test;
  - 8.) **Transportation Improvement District:** attended monthly meeting;
  - 9.) **Project Oasis:** New outlets reported that developers have split but still intend to move forward with a more reasonable time-table.
- 2019 Budget – 1<sup>st</sup> Draft

Mr. Sanders presented a proposed budget that used actual and predicted revenue and expenses for 2019. In addition to staff's draft projections, the following topics/changes were discussed:

- 1.) Projected platting revenue is conservative at \$125,000,
- 2.) Salaries budgeted at 3% increase. Staffing includes an intern for 36 weeks,
- 3.) Health Insurance rates were provided by the County Administrator,
- 4.) Materials and supplies are conservative estimates, there are no significant expenses anticipated for 2019;
- 5.) Services and Charges include projected expense for Trakit and Bluebeam software maintenance,
- 6.) Membership dues were calculated with a 30¢ per capita credit for those jurisdictions that are current, applied to the existing \$1.04 per capita dues amount.

There was discussion of alternative ways to provide support to the RPC members. Mr. Sanders will look into implementing additional assistance in 2019 including an annual set of updated maps. The full Commission will review the draft budget at the October RPC meeting. The vote will take place at the November 29<sup>th</sup> RPC meeting.

- 2019 Meeting schedule

The proposed meeting schedule for 2019 was presented. Meetings will continue to be held at the Willis Building, with the exception of April, and October (and possibly July). Those meetings are being proposed to be held at the Hayes Building, Conference Room 235. That decision will be made after our trial run this month. This room provides more space for guests and has better

acoustics than the Commissioners' conference room.

4. Old Business (none)

5. Other Business (none)

6. Personnel (none)

7. Adjourn

*Having no further business, Mr. George made a motion to adjourn the meeting at 9:55 a.m. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

The next regular Executive Committee meeting will be Wednesday, November 21, 2018 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 comment followed by questions from 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. CONSENT AGENDA

06-17.1 Northlake Woods, Section 1 – Berkshire Twp. - 47 lots / 38.143 acres

### I. Conditions

**Applicant:** Homewood Corp.

**Subdivision Type:** Single Family

**Location:** East side of Fourwinds Dr., north of SR 37

**Zoned:** Planned Multi Unit Development (PMUD)

**Preliminary Approval:** 02/23/17

**Utilities:** Del-Co Water, central sanitary sewer

**School District:** Olentangy

**Engineer:** Civil & Environmental Consultants

### II. Staff Comments

Northlake Woods is a 90-lot single-family subdivision developed under the standards of the PMUD zoning designation. It takes access from Summit Drive via Fourwinds Drive. Section 1 includes the main road, Cormorant Drive, which intersects with Summit Drive going south, and curves east. Another east-west road, Whimbrel Lane, intersects with Cormorant and heads east. Both roads end in stubs and provide frontage for about half of the total lots. Lots in this section are typically 57' wide by 130' deep.

All four reserves are being created with this section. Two reserves totaling 3.86 acres are separated by a road and are located directly north of the lots, extending from the west to the east ends of the site. The second is a 0.21-acre open space parcel on the southwest corner of the neighborhood. The fourth reserve is a 12.4-acre parcel located west, south, and east of the lots, and which includes a retention basin and 8'-wide leisure path. There is also a significant existing basin in the southeast corner of the site.

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 Northlake Woods, Section 1 to the DCRPC.

### Commission / Public Comments

*Mr. George made a motion for Final Approval of Northlake Woods, Section 1. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

06-04.2 Summerwood Lakes, Section 2 - Berkshire Twp. - 39 lots / 27.683 acres

### I. Conditions

**Applicant:** Homewood Corp.  
**Subdivision Type:** Single Family Residential  
**Location:** North of Streamside Dr., west of I-71  
**Zoned:** Planned Residential (PRD)  
**Preliminary Approval:** 03/24/04  
**Utilities:** Del-Co Water, central sanitary sewer  
**School District:** Olentangy  
**Engineer:** CT Consultants

### II. Staff Comments

Summerwood Lakes, Section 2 is the third and last part of a 101-lot single-family subdivision on the east side of S. 3 B's and K Road. Section 2 includes the completion of the Streamside Drive loop street, providing frontage for the remaining 37 homes. Lots are generally 80'x130', or a quarter-acre in size, and sidewalks are provided on both sides of the street.

One large open space parcel is being created on the northern boundary of the project, which includes a retention basin, mounding adjacent to I-71, and the completion of a gravel walking path connection. Another small open space is being created for drainage and another gravel walking path connection.

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 Summerwood Lakes, Sec. 2 to the DCRPC.

**Commission / Public Comments**

*Mr. George made a motion for Final Approval of Summerwood Lakes, Section 2. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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12-17.1.A            The Pines, Section 1, Phase A – Berlin Twp. - 60 lots / 48.925 acres

**I. Conditions**

**Applicant:** M/I Homes  
**Subdivision Type:** Planned Residential  
**Location:** West of Lackey Old State Rd., south of Berlin Station Rd.  
**Zoned:** R-2 with PRD overlay  
**Preliminary Approval:** 07-27-17  
**Utilities:** Del-Co Water, central sanitary sewer  
**School District:** Olentangy  
**Engineer:** EMH & T

**II. Staff Comments**

The Pines is a 176-lot single-family subdivision with frontage on Lackey Old State Road to the east and future Piatt Road to the west. Section 1, Phase A includes the main entrance (Whispering Pines Rd) off Lackey Old State, which heads west and intersects with a central loop (Whispering Pines Lp N. and S.) and green space. From that central green space, one road (Russell Woods Dr) stubs to the south, providing access to Phase B, one stubs west, connecting to future Glenmead, and one stubs north (Whitehill Dr), connecting to future Sections 2 and 3. Lots are typically 85' x 150', or 0.3 acres in size, and sidewalks are provided on both sides of streets.

Six reserve parcels are being created totaling 23.214 acres. The reserves in this phase provide for the entry sign, a retention basin, an 8' wide asphalt path, mounding, a central open space with a tot lot and walking paths, buffering to the west, and stormwater facilities. The multi-use path along Lackey Old State has been removed due to topographical engineering problems.

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 The Pines, Section 1, Phase A to the DCRPC.

**Commission / Public Comments**

*Mr. George made a motion for Final Approval of The Pines, Section 1, Phase A. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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12-17.1.B      **The Pines, Section 1, Phase B – Berlin Twp. - 35 lots / 26.922 acres**

**I.            Conditions**

**Applicant:** M/I Homes  
**Subdivision Type:** Planned Residential  
**Location:** West of Lackey Old State Rd., south of Berlin Station Rd.  
**Zoned:** R-2 with PRD overlay  
**Preliminary Approval:** 07/27/17  
**Utilities:** Del-Co Water, central sanitary sewer  
**School District:** Olentangy  
**Engineer:** EMH & T

**II.           Staff Comments**

The Pines is a 176-lot single-family subdivision with frontage on Lackey Old State Road to the east and future Piatt Road to the west. Section 1, Phase B includes the continuation of Russell Woods Drive south, which ends in a stub, providing a connection to future Berlin Manor. A second road (Bislett Ct) intersects with Russell Woods heading east and ending in a cul-de-sac. Lots are typically 85' x 150', or 0.3 acres in size, and sidewalks are provided on both sides of streets.

Two reserve parcels are being created totaling 12.498 acres. The reserves in this phase provide for a retention basin, an 8' wide asphalt path, buffering to the west, and drainage.

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 **The Pines, Section 1, Phase B** to the DCRPC.

**Commission / Public Comments**

*Mr. George made a motion for Final Approval of The Pines, Section 1, Phase B. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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13-15.3      **Clarkshaw Moors, Section 3 - Concord Twp. - 19 lots / 12.743 acres**

**I.            Conditions**

**Applicant:** M/I Homes  
**Subdivision Type:** Single Family Residential  
**Location:** South of Clark Shaw Rd., north of Hyatts Rd.  
**Zoned:** Planned Residential District (PRD)  
**Preliminary Approval:** 08/27/15  
**Utilities:** Del-Co Water, central sanitary sewer  
**School District:** Olentangy  
**Engineer:** Advanced Civil Design

## **II. Staff Comments**

Clarkshaw Moors, Section 3 includes the extension of Landgate Drive south, which intersects with a new east-west road (Quail Landing). Quail Landing provides access to Scioto Ridge Crossing to the west and stubs to the east. Section 3 includes 18 buildable lots, which are typically 75' x 135' or a quarter acre in size. Sidewalks are provided on both sides of streets. One 7.226-acre reserve parcel is being created in the southwestern corner of the subdivision. The open space includes a significant stormwater retention basin and a 5' wide asphalt path that connects west to Scioto Ridge Crossing and south to potential future development.

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 Clarkshaw Moors, Section 3 to the DCRPC.

## **Commission / Public Comments**

*Mr. George made a motion for Final Approval of Clarkshaw Moors, Section 3. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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17-16.3            Scioto Ridge Crossing, Section 3 – Concord Twp. - 33 lots / 16.675 acres

## **I. Conditions**

**Applicant:** M/I Homes

**Subdivision Type:** Single Family Residential

**Location:** West side of Quail Landing, east of S. Section Line Rd.

**Zoned:** Planned Residential District (PRD)

**Preliminary Approval:** 08/25/16

**Utilities:** Del-Co Water, central sanitary sewer

**School District:** Buckeye Valley

**Engineer:** Advanced Civil Design

## **II. Staff Comments**

Scioto Ridge Crossing is a 162-lot single-family subdivision with frontage on South Section Line Road. Its main access is through the proposed Clarkshaw Moors subdivision from Clark-Shaw Road. An emergency access is proposed at South Section Line Road with a paved path that will be built to hold emergency vehicles. Section 3 includes the completion of Quail Landing heading west and curving north, providing frontage for 32 new buildable lots. Lot sizes are typically 55' x 130', or 1/6 of an acre, and sidewalks are provided on both sides of the street. One 9.62-acre parcel is being created for open space, and includes a retention basin, mounding, and a 5' wide asphalt path.

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 **Scioto Ridge Crossing, Section 3** to the DCRPC.

**Commission / Public Comments**

*Mr. George made a motion for Final Approval of Scioto Ridge Crossing, Section 3. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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19-16.1            **Britonwoods, Section 1 – Genoa Twp. - 15 lots / 40.208 acres**

**I. Conditions**

**Applicant:** Elti Development  
**Subdivision Type:** Single Family Residential  
**Location:** East side of Red Bank Rd., west of Hughes Rd.  
**Zoned:** Rural Residential (RR)  
**Preliminary Approval:** 09/29/16  
**Utilities:** Del-Co Water, private on-lot treatment systems  
**School District:** Big Walnut  
**Engineer:** Page Engineering

**II. Staff Comments**

Britonwoods is a 19-lot single-family residential subdivision with frontage on Red Bank Road. Section 1 includes the southern entrance (Britonwoods Drive), which heads east and meanders north, ending with a stub for the next section. A cul-de-sac (Craigen's Court) extends off the main road into the southeast corner of the site. These two roads provide frontage for 13 buildable lots, which are all between 2 and 3 acres in size and utilize on-site septic systems. Two open space parcels totaling 5.589 acres are located on either side of the entrance on Red Bank, providing for drainage and two retention basins. Sidewalks are provided on one side of the roads.

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 **Britonwoods, Section 1** to the DCRPC.

**Commission / Public Comments**

Mr. Rick Weiland expressed concern with drainage issues and storm sewer protection on this development. Mr. Piccin stated that the plans were approved, the construction has been completed to a certain point and they have bonded the improvements. Chairman Stites encouraged Mr. Weiland to reach out to the County Engineer's office with his concerns.

*Mr. George made a motion for Final Approval of Britonwoods, Section 1. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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### III. VARIANCES

#### 20-18.V Brookewood Construction – Genoa Place – Genoa Twp. – reduced easement width

The proposed subdivision is located on the west side of Worthington Rd., south of Lakes Club Dr.

##### I. Facts

1. The applicant seeks to create a four-lot subdivision, utilizing a Common Access Driveway;
2. The site is approximately 3.12 acres with 200' of frontage;
3. A CAD would enter the site, travel southwest across the front of the existing house and travel approximately 440 feet west, providing frontage for three new lots;
4. Based on the narrow width of the site and the location of the existing home, a 60' easement would not allow appropriate setback and buildable area for the first three lots;
5. Del-Co Water and Delaware County Sanitary Sewer are available to the site;
6. Relevant section of the Subdivision Regulations:

“306.06 b.) The CAD easement shall be at least 60 feet wide to permit driveway construction, roadside drainage and utility service infrastructure;”

##### II. 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.

*Applicant's Response:* “The granting of this variance will not be detrimental to the health, safety or welfare of the public. The majority of the CAD Drive is straight, and all necessary utilities and pavement can all fit within the requested 50' CAD Easement.”

- 2) The conditions upon which this variance request is based are unique to the property for which this variance is sought.

*Applicant's Response:* “The reason for the variance request is to be able to meet the minimum buildable area square footage requirement of 20,000 S.F. for Genoa Townships SR zoning (806.01) once the C.A.D. easement is factored out. If the C.A.D. easement remained at 60 feet, lots 1, 2, & 3 would not meet the minimum SR zoning requirements.”

- 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.

*Applicant's Response:* “Due to the shape of the property, the topographical issues, the existing stream and Sanitary line which crosses through the site, it has created a hardship in order to reach the required minimum lot square footage for all 4 lots. Therefore, it is necessary to request the Variance for the reduction of the 60' CAD drive to a 50' CAD drive.”

- 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:*** "The granting of this variance will not vary the provisions of the SR zoning, comprehensive plan or any other development guidelines, nor shall it impair the intent or purpose of said regulations. Also, in no way will this development be detrimental to the health, safety and welfare of the surrounding properties, and shall increase the value of the surrounding communities."

***Staff comments:*** The applicant submitted a Preliminary Plan in August for review. During that review process, it was noted that the CAD easement was not the proper width.

A revision was filed showing the drive could meet the maximum slope of 10%. The revised Preliminary Plan must show that the grading required to meet the maximum slope requirement will not cause significant impact to the site, particularly along the southern boundary and as the CAD passes closest to the existing driveway. Genoa Township Zoning has noted that sufficient detail has not been provided to ensure that the first lot meets the code's building and lot coverage restrictions.

### **III. Staff recommendations**

DCRPC staff recommends that based on the Findings of Fact, the Variance request from Sec. 306.06 for **Genoa Place** be Approved.

### **Commission / Public Comments**

Mr. Shawn Lanning with Watcon was present.

***Mr. Irvine made a motion to Approve the Variance request for Genoa Place, based on the Findings of Fact presented by staff. Mr. Vidor seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Genoa Twp.). Motion carried.***

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## **IV. ZONING MAP/TEXT AMENDMENTS**

27-18 ZON      Concord Twp. Zoning Commission – zoning code text amendments

### **I. Request**

On July 17, 2018, the Concord Township Zoning Commission initiated a number of changes to its Zoning Resolution.

### **II. Zoning Resolution Amendments**

The following list is a summary of changes:

1. Removes regulation requiring a fence around swimming pools at a specific height and gate, listed in the Fences and Walls section. Proposal to replace with an additional item under Water Impoundments: "All installed swimming pools shall adhere to the current Delaware

County Code Compliance Building Codes and Standards for installation and construction.”

**Staff comment:** Staff concurs.

2. Expands the definition of Walkway to include the word Multi-Use Path with language referencing the Delaware County Engineer Standards and a minimum width of five (5) feet and a requirement that such walkways be connected with existing paths where possible.  
**Staff comment:** Staff concurs with this clarification. Some Multi-Use paths serving larger areas may need to be 8-10 feet wide.
3. Proposes to add language that the curbs and base coat of an approved ODOT material of roller compacted concrete or asphalt material shall be in place before zoning permits will be issued by the township.  
**Staff comment:** This process is already covered for platted subdivisions, which require the release of the improved road before lots can be built upon. If this has been identified as helping the Township define when a condominium unit can be granted a zoning permit, then this is a reasonable request.
4. Proposes to replace two references to “Ohio Basic Building Code” with “Ohio Building Code of Ohio” and “Ohio Residential Code of Ohio.”  
**Staff comment:** The Ohio Department of Commerce lists these regulations as “Ohio Building Code” and “Residential Code of Ohio for One-, Two-, or Three-Family Dwellings.”
5. Proposes to delete the Flood Plain Regulations, which are generally similar to other township zoning codes, and replace it with “All flood plain regulation shall be administered by the Flood Plain Administrator of Delaware County.”  
**Staff comment:** Staff concurs.
6. Proposes the deletion of the section requiring a Certificate of Occupancy and Temporary Certificate of Occupancy.  
**Staff comment:** The Township isn’t involved in granting these certificates so this is a reasonable change.
7. Deletion of reference to the fact that modifications to approved development plans, other than for one-lot, must be presented to the Zoning Commission.  
**Staff comment:** The reference is not specific – significant changes will be required to go through the process as defined in the code and the reference here isn’t necessary.

### **III. Staff Recommendations**

Staff recommends **Conditional Approval** of the amendments to the Concord Township Zoning Resolution to the DCRPC, Concord Twp. Zoning Commission and Concord Twp. Trustees, subject to:

- 1.) Clarifying the correct terminology for the referenced building codes.

### **Commission / Public Comments**

**Mr. George made a motion to recommend Conditional Approval of the amendments to the Concord Twp. Zoning Resolution, subject to staff recommendation. Mr. Shafer seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Concord Twp.). Motion carried.**

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28-18 ZON      **Mark & Carmela Jordan – Harlem Twp. – 6.68 acres from AR-1 to FR-1**

**I. Request**

The applicants, Mark and Carmela Jordan, are requesting a 6.68-acre rezoning from AR-1 to FR-1 to allow for a future lot split.

**II. Conditions**

**Location:** south west corner of Robins Rd. and County Line Rd.

**Present Zoning:** Agricultural (AR-1)

**Proposed Zoning:** Farm Residential (FR-1)

**Present Use(s):** Vacant

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

**Existing Density:** 1 du / 5 acres

**Proposed Density:** 1 du / 2 acres

**School District:** Johnstown-Monroe

**Utilities Available:** Well water and private on-lot treatment systems

**Critical Resources:** stream

**Soils:** PwA Pewamo Silty Clay Loam 0-1% slope

    BeB Bennington Silt Loam 2-4% slope

    CeB Centerburg Silt Loam 2-6% slope

**III. Introduction**

This is a straight rezoning and does not require a development plan. The assumption is that the lot is being rezoned for future subdivision into additional lots.

According to the survey, this parcel has 338.09 feet of frontage on Robins Road and 861.48 feet on County Line Road adjacent to Licking County. Harlem Township's zoning resolution requires 2 acres exclusive of all easements and rights-of-way, and frontage of 175' for 2-3 acres and 210' for 3-4 acres. Frontage should not be an issue for this parcel and could provide for no more than 3 lots.

Further subdivision of this lot (unless combined with other land) will be accomplished through the No Plat lot split process, allowing township and county agencies the opportunity to review and approve the proposed lots. Staff has generally supported rezoning requests from 5 acres to 2 as land is utilized in a more efficient manner. Staff also recommends that the applicant consult with the Delaware General Health District to determine the feasibility of on-site treatment on the site.

**IV. Comprehensive Plan**

Harlem Township's 2007 Comprehensive Plan indicates this area would be Single-Family at 0.5 units/acre without centralized sewer. Developing this parcel would be consistent with this recommendation.

**V. Staff Recommendations**

Staff recommends **Approval** of the rezoning request by Mark & Carmela Jordan from AR-1 to FR-1 to the DCRPC, Harlem Twp. Zoning Commission and Harlem Twp. Trustees.

**Commission / Public Comments**

***Mr. Irvine made a motion to recommend Approval of the rezoning request by Mark and Carmela Jordan.***

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

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29-18 ZON      **Orange Twp. Zoning Commission – Comprehensive Plan update**

**I. Request**

On October 9, 2018, the Orange Township Zoning Commission initiated an update to its Comprehensive Plan and sent the plan to the Trustees.

**II. Zoning Resolution Amendments**

Beginning in the Fall of 2017, a group of students from OSU’s Knowlton School of City and Regional Planning worked with the Township to update its Comprehensive Plan. The student group surveyed residents, hosted public meetings, presented poster projects, and prepared numerous recommendations. The end result was a final document that was presented to the Township at the end of the semester. During the process, DCRPC staff forwarded GIS layers and population information and met with students to help update a number of maps in the document.

After the students had presented their work, DCRPC staff worked with Orange Township staff to update the Comprehensive Land Use Plan Map, subarea maps, and subarea recommendations. Much has changed since the last plan update in 2010. The map was updated to show development that had taken place in the intervening years, as well as current zoning and recent road additions. In general, densities of undeveloped residential areas did not change. The plan makes some general recommendations for further work on the Zoning Resolution, some of which may be considered by the Zoning Commission at a future time.

**III. Staff Recommendations**

Staff recommends **Approval** of the amendments to the Orange Township Comprehensive Plan to the DCRPC, Orange Twp. Zoning Commission and Orange Twp. Trustees.

**Commission / Public Comments**

Ms. Boni stated that the project was a lot of work, which began in August 2017. They had 4 open house meetings and received over 500 surveys.

*Mr. Shafer made a motion to recommend Approval of the amendments to the Orange Twp. Comprehensive Plan. Mr. Irvine seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Orange Twp.). Motion carried.*

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30-18 ZON Northstar Residential Dev. LLC – Berkshire Twp. – 44.904 acres – PMUD 17 review

**I. Request**

The applicant, Northstar Residential Development LLC, is requesting review for the final development plan for the Goldwell Neighborhood, a single-family subdivision of 121 lots.

**II. Conditions**

**Location:** east of North Galena Rd., north of Wilson Rd.

**Present Zoning:** Planned Residential Development (PRD)

**Proposed Zoning:** PMUD Article 17

**Present Use(s):** Vacant

**Proposed Use(s):** 121 single-family house lots

**Existing Density:** 393 remaining units, including an additional approx. 31 acres to the south

**Proposed Density:** 2.69 du / acre

**School District:** Big Walnut Local School District

**Utilities Available:** Del-Co Water and central sanitary sewer

**Critical Resources:** streams/drainage course, slope  $\geq 20\%$

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

CaB Cardington Silt Loam 2-6% slope

BeB Bennington Silt Loam 2-4% slope

PwA Pewamo Silty Clay Loam 0-1% slope

**III. Process**

This is a review of a Development Plan in accordance with the process of applying the PMUD to a specific area. As such, the typical process of rezoning is not required. Once the Development Plan is approved in accordance with the PMUD, the standards of the underlying district, in this case the Northstar Planned Residential Development, will no longer apply.

**IV. Review**

The Development Plan indicates a full access from Wilson Road directly across from the private road leading to the Northstar Golf Course clubhouse and a full access from an internal street in Northstar. This road is planned to be called Honey Grove Drive, but the stub is platted with a different name. This entry road is directly across from a proposed road to the east.

Public streets circulate through the site, providing frontage for the lots, most of which are 51' – 54' wide at the building line. A 7.194-acre open space is located to the east, most of which is a retention pond, but it also includes a narrow 60' strip along Wilson Road. This strip includes an existing multi-use trail along Wilson. A second area of open space, at 5.292 acres, extends that strip along Wilson west of the access and then along North Galena Road. The North Galena Road portion of the strip is approximately 100' wide.

Total open space is 12.644 acres, or 28.16% of the site. The front yard setback is proposed at 25', side yard at 5', rear yard at 20'. Sidewalks are proposed at a 4' width with the multi-use path proposed at 8' (the same width as existing portions of the path).

**V. Divergences**

The PMUD overlay allows divergences. The applicant has not specifically noted any divergence request.

**VI. Conclusion**

No action is required by the Commission as this is an Administrative Review by staff at the request of the Township. A more complete review will be forwarded to the Berkshire Township Zoning Commission.

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**V. SUBDIVISION PROJECTS**

**Preliminary**

28-18 T Grand Pointe at North Orange – Orange Twp. - 35 lots / 21.36 acres

**I. Conditions**

**Applicant:** Grand Communities

**Engineer:** CT Consultants

**II. Staff Comments**

The applicant has requested a 90-day tabling of Grand Pointe at North Orange in order to address issues raised at the Technical Review Committee meeting.

**III. Staff Recommendation**

Staff recommends *Approval* of the 90-day tabling of **Grand Pointe at North Orange** to the DCRPC.

**Commission / Public Comments**

No one was present to represent the applicant.

*Mr. Clase made a motion to Approve the 90-day table request for Grand Pointe at North Orange. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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**Preliminary/Final** (none)

**V. EXTENSIONS**

24-16 Woodcrest Crossing – Liberty Twp. - 190 lots / 171.7 acres

**Applicant:** M/I Homes

**Consultant:** EMH & T

**I. Staff Comments**

The applicant is requesting a 2-year extension for Woodcrest Crossing. The applicant comment states that “Due to the complexity of the development, including the extension of Steitz Rd., the construction of the first phase of

development, which is accessed from Steitz Rd., has taken more time than anticipated. We anticipate the construction of the first phase of development to start in the spring of 2019. The preliminary plan for Woodcrest Crossing will expire December 15, 2018. We would request that the approval be extended to December 15, 2020.”

## **II. Staff Recommendation**

Staff recommends **Approval** of a 12-month Extension for **Woodcrest Crossing** to the RPC to expire December 15, 2019.

### **Commission / Public Comments**

Mr. Ed Miller with EMH & T was present to represent the applicant.

***Mrs. Kuba made a motion for Approval of a 12-month extension for Woodcrest Crossing. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

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## **VI. OTHER BUSINESS**

- 2019 Budget - 1<sup>st</sup> review

There are no major expenses anticipated for the 2019 budget. Traditional expenses include continuing education and related travel, unexpected building maintenance, general materials and supplies. This proposed budget continues to remain conservative in revenue estimates. The current projected carry forward into 2020 and anticipated continuance of steady platting allowed the Executive Committee to again recommend a 30¢ credit on dues paid the previous year. The proposed budget again includes the hourly rate of an Intern to assist with GIS mapping.

Projected carry forward from 2018	\$859,106
2019 Projected Revenue	\$384,720
2019 Projected Expense	\$491,930
Projected carry forward to 2020	\$751,895

- 2019 DCRPC Meeting schedule draft

The meetings will again be held at 6:30 p.m. at the Willis Building, except for those months notated on the schedule. This is due to Elections office use of the meeting room. Since the Commission found the Conf. room at the Hayes building better suited for the alternative meeting space, meetings not able to be held at the Willis Building will be held at the Hayes Building.

## **VII. POLICY / EDUCATION DISCUSSION (none)**

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

*Having no further business, Mrs. Kuba made a motion to adjourn the meeting at 7:15 p.m. Seconded by Mr. Irvine. VOTE: Unanimously For, 0 Opposed. Motion carried.*

*The next meeting of the Delaware County Regional Planning Commission will be Thursday, November 29, 2018, 6:30 PM at the Frank B. Willis Building, 2079 US 23 North, Conference Room, Delaware, Ohio 43015.*

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Dave Stites, Chairman

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Stephanie Matlack, Executive Administrative Assistant