

# 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, November 19, 2020 at 6:30 PM  
Zoom Meeting details to follow.

### ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of October 29, 2020 RPC Minutes
- Executive Committee Minutes of November 10, 2020
- Statement of Policy

CONSENT AGENDA (Final Plats)		Township	Lots/Acres
28-19.2	Piatt Preserve, Section 2	Berlin	22 lots / 19.159 acres
02-20	Scioto Reserve Extension	Concord	14 lots / 07.919 acres
04-18	The Enclave at Abbey Knoll	Orange	26 lots / 16.443 acres

### ZONING MAP/TEXT AMENDMENTS

- 25-20 ZON Celebration Real Estate LLC (Greif, Inc.) - Berlin Twp. - 4.073 acres from FR-1 to PID
- 26-20 ZON TCCI Inc. - Delaware Twp. - 31.014 acres from FR-1 to PID

### SUBDIVISION PROJECTS

		Township	Lots/Acres
<u>Preliminary</u>			
15-20	WD River Bend, Sec. 1, Ph. 1, Lot 4497, Div. #1	Orange	2 lots / 2.65 acres
WD -withdrawn			

### OTHER BUSINESS

- Consideration for Approval: Transfer of fees collected on behalf of the Health Dept. and SWCD
- Consideration for Approval: 2021 DCRPC meeting schedule
- Consideration for Approval: 2021 Budget

**ADMINISTRATIVE BUSINESS**

- **Call to Order**  
 Chairman Stites called the meeting to order at 6:30 p.m.
  
- **Roll Call**  
*Representatives:* David Weade, David Loveless, Susan Kuba, Duane Matlack, Gary Merrell, Mike Frommer, Jill Love, Joe Shafer, Tracey Mullenhour, Matt Kurz, Dave Stites, Michelle Boni, Jim Hatten, Ed Snodgrass, Herb Ligocki, Josh Vidor, Bonnie Newland, and Doug Price. *Alternates:* Cheryl Friend, Zach Dowley, Dustin Kent, Mike Love, Jerry Schweller, and Cindi Cooper. *Staff:* Scott Sanders, Jonathan Miller, Da-Wei Liou and Stephanie Matlack.
  
- **Approval of the October 29, 2020 RPC Minutes**  
*Mr. Merrell made a motion to Approve the minutes from the October 29<sup>th</sup> meeting, seconded by Mr. Price. VOTE: Unanimously For, 0 Opposed. Motion carried.*
  
- **November 10, 2020 Executive Committee Minutes**

**1. Call to order**

Chairman Stites called the meeting to order at 1:30 p.m. Present: Dave Stites, Mike Frommer, Susan Kuba, and Michelle Boni. Staff: Scott Sanders and Stephanie Matlack

**2. Approval of Executive Committee Minutes from October 21, 2020**

*Miss Boni made a motion to Approve the minutes from the October meeting. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

**3. New Business**

- Financial / Activity Reports for October

REGIONAL PLANNING RECEIPTS		OCTOBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$2,050.00	\$13,735.00
Fees A (Site Review)	(4202)	\$2,100.00	\$7,800.00
Insp. Fees (Lot Line Transfer)	(4203)	\$400.00	\$3,900.00
Membership Fees	(4204)		\$243,247.00
Planning Surcharge (Twp. Plan. Assist.)	(4205)		\$2,596.64
Assoc. Membership	(4206)		\$0.00
General Sales	(4220)		\$0.00
Charges for Serv. A (Prel. Appl.)	(4230)	\$20,330.00	\$54,444.00
Charges for Serv. B (Final. Appl.)	(4231)	\$33,030.00	\$90,900.00
Charges for Serv. C (Ext. Fee)	(4232)		\$1,050.00
Charges for Serv. D (Table Fee)	(4233)	\$200.00	\$1,000.00
Charges for Serv. E (Appeal/Var.)	(4234)	\$600.00	\$2,400.00
Charges for Serv. F (Planned District Zoning)	(4235)		\$2,100.00

OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$840.00	\$6,970.00
Soil & Water Fees	(4243)	\$1,475.00	\$6,275.00
Commissioner's fees	(4244)		\$0.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		\$0.00
Other Reimbursements A	(4721)		\$0.00
Other Misc. Revenue (GIS maps)	(4730)		\$129.79
Misc. Non-Revenue Receipts	(4733)		\$0.00
Sale of Fixed Assets	(4804)		\$0.00
<b>TOTAL RECEIPTS</b>		<b>\$61,025.00</b>	<b>\$436,547.43</b>

Balance after receipts	\$1,161,302.16
Expenditures	<u>\$ 31,439.06</u>
End of October balance (carry forward)	\$1,129,863.10

*Mr. Frommer made a motion to Approve the Financial reports as presented, subject to Audit. Mrs. Kuba seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

- November RPC Preliminary Agenda

- 1.) SKETCH PLANS

- |                                | <u>Township</u> | <u>Lots / Acres</u> |
|--------------------------------|-----------------|---------------------|
| • Four Winds Commons           | Berkshire       | 1 lot / 60.59 acres |
| • Sciotosage, Lot 4319, Div #1 | Concord         | 2 lots / 3.15 acres |

- 2.) CONSENT AGENDA

- |                              |         |                        |
|------------------------------|---------|------------------------|
| • Piatt Preserve, Section 2  | Berlin  | 22 lots / 19.159 acres |
| • Scioto Reserve Extension   | Concord | 14 lots / 7.919 acres  |
| • The Enclave at Abbey Knoll | Orange  | 26 lots / 16.443 acres |

- 3.) ZONING MAP/TEXT AMENDMENTS

- Celebration Real Estate LLC (Greif, Inc.) – Berlin Twp. – 4.073 acres from FR-1 to PID
- TCCI Inc. – Delaware Twp. – 31.014 acres from FR-1 to PID

- 4.) SUBDIVISION PROJECTS

Preliminary

- |  | <u>Township</u> | <u>Lots/Acres</u>   |
|--|-----------------|---------------------|
| • River Bend, Sec. 1, Ph. 1, Lot 4497, Div#1<br>( <i>withdrawn</i> ) | Orange          | 2 lots / 2.65 acres |

- Director's Report

- 1.) **CAD conversation** – coordinating with County Engineer's office to find some possible dates for discussing current and future CAD regulations;

- 2.) **County Trail Committee** – Committee met and determined which projects would be recommended for funding – the chair is taking that information to the Commissioners;
- 3.) **Conference** – Conversations with Pete Griggs on doing some video training for Zoning Commissions and BZAs, possibly using Zoom, since in-person training may be limited even in 2021. Jonathan is currently doing a podcast on AICP certification that has good planning and zoning history – we discussed maybe Jonathan and myself doing video chats on different subjects. Continuing to prep documentation that would go along with it;
- 4.) **2020 Census** – Some activities ended on October 5, some extended to the 15<sup>th</sup> and then 31<sup>st</sup>. Delaware and Summit counties were the most effective at self-response. Report rate for the whole state is now at 99.9%. I contacted Chad with the Census Bureau to discuss presenting to the Commissioners and he suggested we wait until November at the earliest;

5.) **GIS/Website initiatives:**

- **Historic data** – (close to completion) Working to combine various data sources for historical signs, historic preservation areas, information from the state historic preservation resource, as well as local organizations into one spatial database for mapping;

6.) **Delaware Township** – follow up conversation on rezoning process, text changes;

7.) **Berlin Township** – trustees requested a fresh administrative look at the language of both overlays – nearing completion today (11/10).

8.) **Harlem Comp Plan** – complete with Comprehensive Plan update, discussing open house options;

9.) **Participated in meetings:**

- MORPC Transportation Advisory Committee – November 4
- Recommendation of Approval - Transfer of fees collected on behalf of the Health Dept. and SWCD

*Mr. Frommer made a motion to recommend Approval of transferring \$6,970.00 for fees collected on behalf of the Health Dept. and \$6,275.00 for fees collected on behalf of SWCD along with any additional fees collected from the November 23<sup>rd</sup> submittal deadline. Miss Boni seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mrs. Kuba). Motion carried.*

4. **Old Business**

- **2021 DCRPC Meeting Schedule** - presented
- **2021 Budget**  
Discussion included addition of \$5,000 for seminar expenses (Township continuing education

training), \$20,000 for financial contract support (further details to follow), and a 2% salary increase.

*At 2:50 p.m., Mrs. Kuba made a motion to go into Executive Session per ORC 121.22 (G) (1) for the consideration of compensation of a public employee. Mr. Frommer seconded the motion.*

*Roll call vote: Mr. Frommer, Aye, Mr. Stites, Aye, Mrs. Kuba, Aye, Miss Boni, Aye. Motion carried.*

*At 3:15 p.m. Mr. Frommer made a motion to return to regular session, seconded by Miss Boni.*

*Roll call vote: Mr. Frommer, Aye, Mr. Stites, Aye, Mrs. Kuba, Aye, Miss Boni, Aye. Motion carried.*

## 5. Adjourn

*Having no further business, Mr. Frommer made a motion to adjourn the meeting at 3:16 p.m. Miss Boni seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

The next regular Executive Committee meeting will be Wednesday, December 9, 2020 at 1:30 p.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.

## CONSENT AGENDA (Final Plats)

28-19.2 Piatt Preserve, Section 2 – Berlin Twp. - 22 lots / 19.159 acres

### Conditions

**Applicant:** Westport Homes  
**Subdivision Type:** Planned Residential Community  
**Location:** East side of Piatt Rd., north of Cheshire Rd.  
**Zoned:** R-2 with PRD overlay  
**Preliminary Approval:** 04/30/20  
**Utilities:** Del-Co Water, central sanitary sewer  
**School District:** Olentangy  
**Engineer:** Watcon

### Staff Comments

Piatt Preserve, Section 2, formerly Piatt Preserve East, is the second section of the Piatt Preserve subdivision at the corner of Piatt Road and Cheshire Road. This section is accessed by Piatt Road. Balsamridge Drive extends east from Piatt Road and connects to the Berlin Manor subdivision to the east. A cul-de-sac extends south from Balsamridge Drive to provide additional frontage, and Eastwick Road extends north and curves to the east to connect to the street network in Berlin Manor as well.

Section 2 contains 22 single-family lots on 10.129 acres, with an additional 6.510 acres reserved for open space. The proposed lots average 0.46 acres with typical dimensions ranging from 90 feet to 125 feet wide by 150 feet to 204 feet deep.

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

### Staff Recommendation

Staff recommends *Final Approval* of Piatt Preserve, Section 2 to the DCRPC.

### Commission / Public Comments

*Mr. Price made a motion for Final Approval of Piatt Preserve, Section 2. Mr. Vidor seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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02-20            Scioto Reserve Extension – Concord Twp. - 14 lots / 07.919 acres

**Conditions**

- Applicant:** CV Real Property
- Subdivision Type:** Single Family Planned residential community
- Location:** North side of Home Rd., western extension of Cheery Glen Drive
- Current Land Use:** House, barn
- Zoned:** Planned Residential (PRD)
- Zoning Approval:** 05/16/18
- Utilities:** Del-Co water and central sanitary sewer
- School District:** Olentangy
- Engineer:** CEC

**Staff Comments**

Scioto Reserve Extension is an addition to the Scioto Reserve subdivision. The subdivision extends Cherry Glen Drive to the west into a vacant parcel between Scioto Reserve and The Pointe at Scioto Reserve to provide frontage for 14 additional single-family lots.

The proposed lots average 0.37 acres with lot sizes ranging from 0.261 acres to 0.732 acres. Open space is included along Home Road, where a detention pond and multi-use path is included, as well as a small sliver of open space on the west side of the development for an emergency access.

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

**Staff Recommendation**

Staff recommends *Final Approval* of Scioto Reserve Extension to the DCRPC.

**Commission / Public Comments**

*Mr. Price made a motion for Final Approval of Scioto Reserve Extension. Mr. Vidor seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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04-18            **The Enclave at Abbey Knoll – Orange Twp. - 26 lots / 16.443 acres**

**Conditions**

**Applicant:** Josh Morgan  
**Subdivision Type:** Residential  
**Location:** North of Abbey Knoll Drive, east of Old State Rd.  
**Current Land Use:** vacant  
**Zoned:** Farm Residential District (FR-1)  
**Zoning Approval:** December 4, 2017  
**Utilities:** Del-Co water and central sanitary sewer  
**School District:** Olentangy Local School District  
**Engineer:** Mannik Smith Group

**Staff Comments**

The Enclave at Abbey Knoll is a 26-lot single-family subdivision with frontage on both South Old State Road and Abbey Knoll Drive. Its main access is via Abbey Knoll Drive. A single road enters the site heading north and intersects with an east-west road which ends in a cul-de-sac to the east. A paved emergency access is proposed to extend west from this second road to South Old State Road.

The lots average 0.29 acres, with a typical lot size of about 90 feet wide by 140 feet deep. Two passive open spaces are being created totaling 5.9 acres (36%). On the western edge of the site along South Old State is a parcel that includes mounding and a 10' wide asphalt path. On the eastern edge is a parcel that includes a retention pond.

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

**Staff Recommendation**

Staff recommends *Final Approval* of **The Enclave at Abbey Knoll** to the DCRPC.

**Commission / Public Comments**

*Mr. Price made a motion for Final Approval of The Enclave at Abbey Knoll. Mr. Vidor seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

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## ZONING MAP/TEXT AMENDMENTS

25-20 ZON      Celebration Real Estate LLC (Greif, Inc.) – Berlin Twp. – 4.073 acres from FR-1 to PID

### Request

The applicant, Celebration Real Estate LLC, is requesting a 4.073-acre rezoning from FR-1 to PID to allow the expansion of the Kia dealership.

### Conditions

**Location:** 5246 Columbus Pike

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

**Proposed Zoning:** Planned Industrial District (PID)

**Present Use(s):** vacant

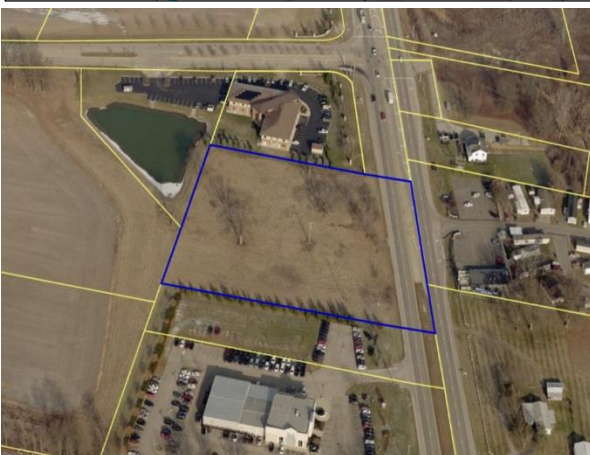
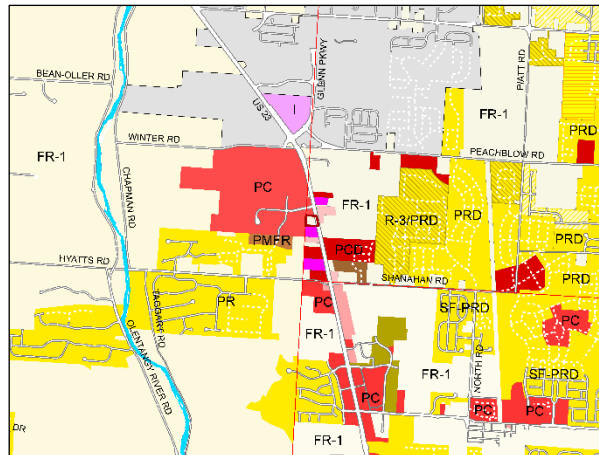
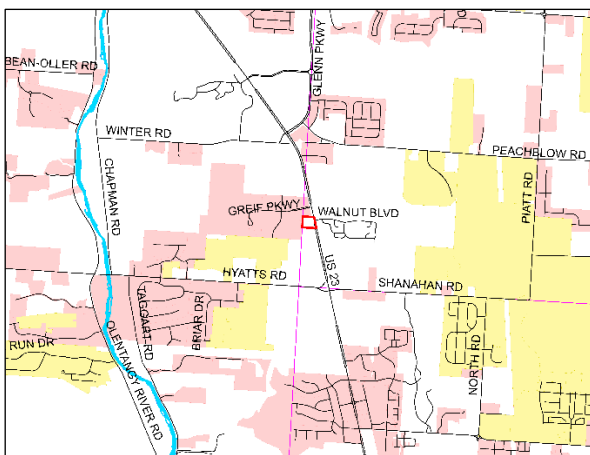
**Proposed Use(s):** expanded parking lot for existing car dealership

**School District:** Olentangy

**Utilities Available:** Del-Co Water

**Critical Resources:** none

**Soils:** BoA, GwB



**RPC#25-20zon**  
Celebration Real Estate  
4.073 ac./FR-1 to PID  
Berlin Twp.



### Introduction

This is a rezoning request in conjunction with a development plan. The applicant wishes to rezone a roughly 4-acre parcel from FR-1 to PID in order to facilitate an expansion of the existing auto sales use. The subject

rezoning will allow the applicant to expand the existing auto sales structure located at 5342 Columbus Pike, and utilize the subject parcel as an expanded parking and vehicle storage area.



### Comprehensive Plan

Berlin Township’s 2010 Comprehensive Plan indicates this area would be developed as planned commercial. While the subject request is to rezone to Planned Industrial, the proposed use is existing and very similar to other permitted uses in planned commercial districts, such as motorcycle dealers, boat dealers, and all other motor vehicle dealers. Other recommendations include prohibiting left turns from U.S. 23, requiring parking lot connections, the extensive use of landscaping, and limiting roadside signage to ground signage.

### Issues

**Applicable Zoning:** The request is to rezone the northern parcel of the proposal to Planned Industrial and modify the Development Plan on the two developed parcels to the south. It may be helpful to specify that this is a combination rezoning of the northern parcel and an amendment to the overall development plan. This is definitely the intent but isn’t clearly stated.

**Drainage:** It is unknown at this time if the proposed retention pond will have the required capacity to handle all potential water runoff. A need to expand the pond may impact the number of parking spaces available.

**Signage:** The proposal includes an exhibit for “Core Branding Standards.” It’s not immediately clear which signage is intended for the subject property, and the exhibit includes a pole sign at a height of 38 feet. Pole signs are explicitly identified in the comprehensive plan as a type of sign that should be prohibited in this subarea. Signage should be limited to a maximum size equivalent to the KPSN10 signage type, which has a height of just over 9 feet. Staff recommends utilizing the shorter sign.

**Access:** The development plan indicates an additional access approximately 350 feet south of Greif Parkway which would be necessarily right-in/right-out based on the existing median. Access will be determined by ODOT, with a Traffic Study required. ODOT may also require additional right-of-way on US 23. Both of these issues are covered in a letter provided by the Engineer’s office in the rezoning package. Additionally, an unimproved access easement is located on adjacent property to the rear of this site. ODOT will ultimately control when and if this access is required to be utilized.

**Design:** By comparing the proposed façade to the existing one, it appears that the large faux gables will be removed from three sides of the building. This is a positive change and will provide for a sleeker and more subtle profile.

### Divergences

Two divergences are requested:

1. A divergence from Section 21.06(G), related to off-street parking. The applicant says there will be no off-street parking, and that the proposal will contain 469 total spaces. Of those, 103 are for

customers (5 of which are handicapped) and 366 are for inventory.

**Staff Comment:** Staff is unclear about the necessity of this divergence. The current use has off-street parking, and more off-street parking is planned, so the requirements of 21.06(G) seem to be met. As such, staff is not in favor of providing a divergence which is unnecessary.

2. A divergence from Section 26.03(A)(1), related to landscaping. The applicant would like to increase the required distance between trees along the road frontage from 1 every 30 feet to 1 every 50 feet in order to increase visibility of the business and vehicle inventory. Applicant is also requesting to remove the requirement for a continuous row of shrubs.

**Staff Comment:** In order to maximize sign visibility, and to increase some vehicle inventory space, staff would be in favor of providing a divergence which allows a more flexible location of the required trees. In total, the number of overall trees required should be maintained at 1 per 30 feet, but flexibility can be given with spacing requirements to allow trees near the ends of the property to be more closely planted in order to create more spacing near the entry ways and signage.

For example, the property has about 830 feet of frontage onto Columbus Pike. Placing 1 tree every 30 feet would result in a minimum of 27 trees. The applicant should therefore plant 27 trees along the frontage, but the location of the 27 trees can be flexible to allow greater spacing and visibility where needed; i.e. signage, entrances, highlighted inventory.

Regarding the continuous row of shrubs, staff is in favor of allowing this divergence, as long as the overall number of trees is maintained at the current interval of 1 every 30 feet.

### **Staff Recommendations**

Staff recommends **Conditional Approval** of the rezoning request by Celebration Real Estate LLC from FR-1 to PID to the DCRPC, Berlin Twp. Zoning Commission and Berlin Twp. Trustees, *subject to:*

- 1.) Clarifying that this is a request for rezoning for the northern parcel and development plan approval/amendment for the overall area;
- 2.) Denial of the variance relating to off-street parking as unnecessary; and
- 3.) Approval of a divergence which removes the requirement for shrubs, and permits flexibility in tree spacing, as long as the overall number of trees remains the same.

### **Commission / Public Comments**

Ms. Molly Gwin with Isaac Wiles Burkholder and Teetor LLC along with Mr. Matt Stypula, EMH & T and Mr. Dustin Todd, Architectural Alliance were present. Ms. Gwin stated that they will be before the Berlin Township Trustees on November 23<sup>rd</sup> to determine if the amendments to the existing development is a minor or major modification. The basin shown is based upon the most stringent requirement of the county. They are proposing a 9 ½ foot sign so that condition would be met. The applicant has been in contact with ODOT and have been running anticipated traffic projections for when they are available. Regarding the divergences, they would withdraw the off-street parking request and as for the landscaping divergence, they agree with the Commission's recommendation of the same number of trees but just spaced differently.

Mr. Snodgrass questioned the northern access point and if it would be right-in/right-out. Mr. Sanders

confirmed it would be. Mr. Snodgrass was concerned with the traffic in that area and accessing US 23. He asked if the backage road (by the pond) was still a possibility. Mr. Sanders stated that is off this site but there is a reference to that in the staff report and that would be determined by ODOT.

**Mr. Weade made a motion for Conditional Approval of the rezoning request by Celebration Real Estate LLC from FR-1 to PID, based on staff recommendations #1-3. Mr. Matlack seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Berlin Twp.). Motion carried.**

26-20 ZON TCCI Inc. – Delaware Twp. – 31.014 acres from FR-1 to PID

**Request**

The applicant, TCCI Inc., is requesting a 31.014-acre rezoning from FR-1 to PID to allow the development of a soil and mulch business on approximately 10 acres and future development on approximately 20 acres.

**Conditions**

**Location:** east side of Section Line Rd., south of Airport Rd.

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

**Proposed Zoning:** Planned Industrial (PID)

**Present Use(s):** vacant

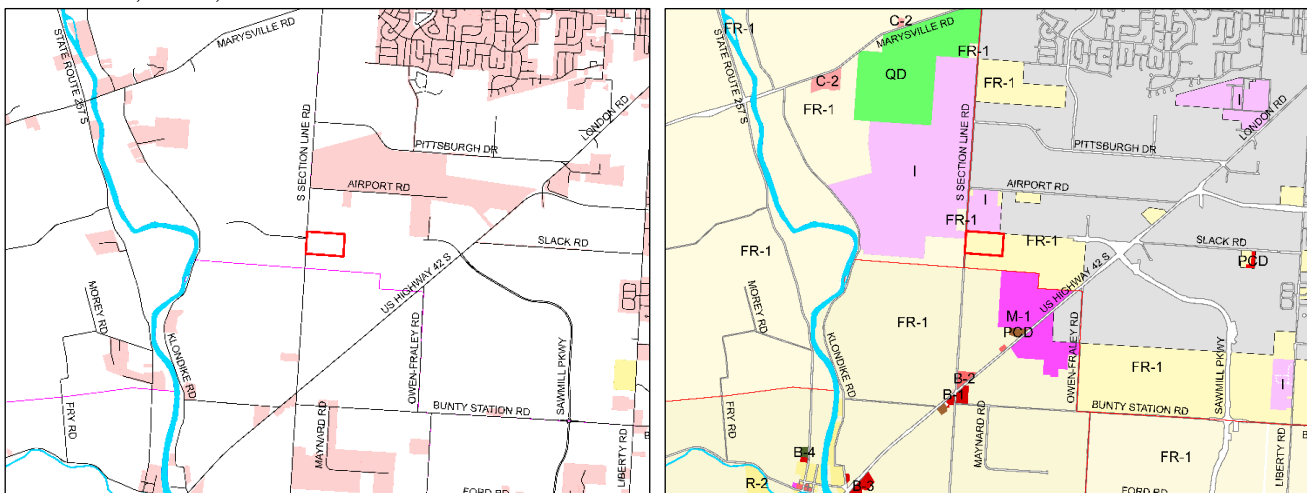
**Proposed Use(s):** soil and mulch business

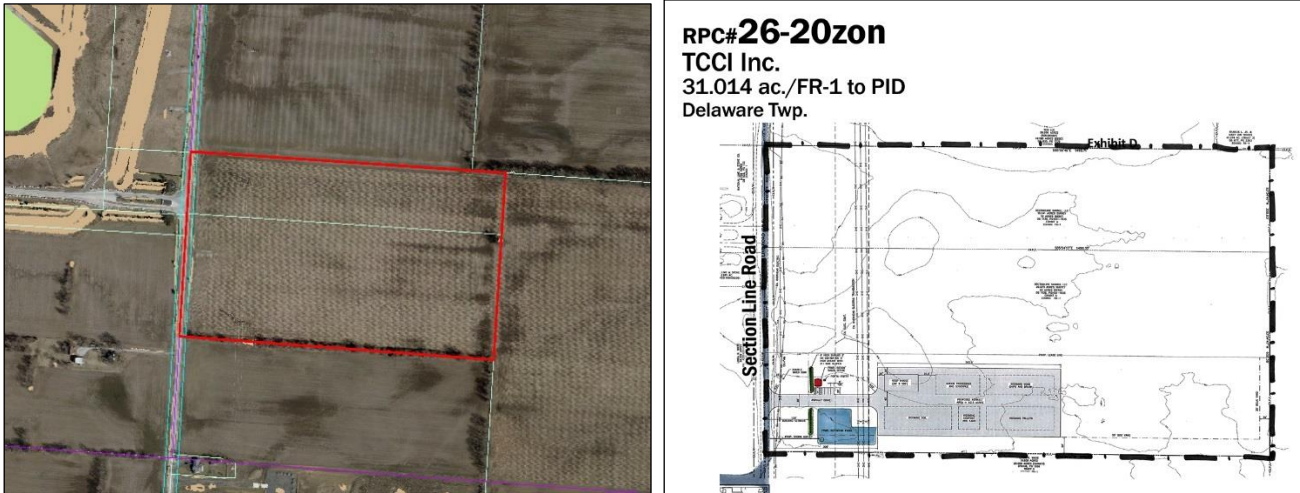
**School District:** Delaware City

**Utilities Available:** Del-Co Water

**Critical Resources:** none

**Soils:** BoA, GwB, PwA





### Introduction

This is a rezoning request in conjunction with a development plan in Delaware Township. The request is to rezone approximately 30 acres of land (covering two parcels) on the east side of South Section Line Road, and south of Airport Road. The rezoning is to facilitate using the southern half of the southern parcel (approximately 10 acres) as a soil and mulch business.

The development would consist of a singular entry with parking and a small, 400 square foot sales office, and the associated product storage areas. This area includes a hoop house, and five areas for stocking incoming pallets, soil, compost and sand, chips and brush, and mulch processing.

### Comprehensive Plan

Delaware Township does not have a Comprehensive Plan with which comparison to the proposal can be made. However, the properties just north of these are zoned Industrial (I, M-1), as well as the parcels to the east and several others. Elevated powerlines cross the front of the site, parallel with Section Line Road.

The parcels to the west in Scioto Township are currently being operated as a quarry. The site is also impacted by the Delaware Municipal Airport north of the Trucco site. Although staff recommends caution in approving planned districts where there is not a related development plan, such as on the 20 northern acres of this site, it is a reasonable request in this case. Any future development will be required to comply with the zoning Regulations in force at the time, including the filing of a complying development plan.

### Issues

**Sanitary Treatment:** Proposed sanitary facilities on the property include only a porta-potty located behind the sales office. Depending on staffing levels, an operational restroom and associated septic system may need to be provided. If the intent is to bring water service to the building (a Del-Co line runs along the front of the property) then more permanent facilities may be necessary. Regardless, sufficient areas should be preserved for future on-site treatment systems, if none are constructed initially.

**Drainage:** As noted below, drainage feasibility is required to be shown. Typically the Engineer's office will provide a response to a preliminary drainage plan. Given the very flat topography of the site and the intent to store materials that may produce additional runoff, preliminary drainage should be reviewed by the Engineer's office.

### **Divergences**

One divergence is requested:

1. A divergence from Article 21 in order to allow a porta-potty.

**Staff Comment:** Staff could not immediately locate the section referencing such facilities, except that the development plan requires the applicant show the “proposed provisions for water, sanitary sewer and surface drainage, with engineering feasibility studies...” Even so, staff is not supportive of the use of a porta-potty as a medium-term or long-term solution regarding the need for sanitary facilities.

### **Staff Recommendations**

Staff recommends **Conditional Approval** of the rezoning request by TCCI Inc. from FR-1 to PID to the DCRPC, Delaware Twp. Zoning Commission and Delaware Twp. Trustees, *subject to:*

- 1.) Denial of the divergence permitting a porta-potty as a long-term solution to sanitary facility needs; and
- 2.) Seeking a drainage feasibility letter from the County Engineer’s office.

### **Commission / Public Comments**

Mr. David Shade with Shade and Shade was present to represent the applicant. He explained that they feel it is a good use of the property as this is a busy road and close to major cross roads. He stated the intension is to meet the drainage requirements of the County.

Mr. Schweller was concerned with setting a precedent of allowing a porta-potty on a planning industrial site. Mr. Shade stated that the proposed porta-potty is for the initial plan and would be willing to work out conditions. Mr. Merrell said it seems “inappropriate” to have a porta-potty with a 400 foot sales office. Mr. Vidor asked if there was a reason why the applicant was leaning towards having a porta-potty. Mr. Shade stated that this was the initial plan and if the project expanded then something different could be proposed. Mr. Loveless stated that there are higher end types of porta-potty’s that would look better than the typical blue ones. Chairman Stites said there are also composting units that the state used that could be looked into. Mr. Kent asked if they intended to tap into water, drilling a well or even bringing in water (example to make coffee in the office) because once you generate a waste product there has to be proper disposal. If there is nothing in the building generating sewage, then they could concede to a porta-john but as soon as there is manufacturing of a waste product then proper waste disposal would have to be looked at.

**Mr. Vidor made a motion to recommend Conditional Approval of the rezoning request by TCCI Inc. from FR-1 to PID, subject to staff recommendations #1-2. Mr. Loveless seconded the motion. VOTE: Majority For, 1 Opposed (Berkshire Twp.). Motion carried.**

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## SUBDIVISION PROJECTS

### Preliminary

15-20 WD River Bend, Sec. 1, Ph. 1, Lot 4497, Div. #1 – Orange Twp. - 2 lots / 2.65 acres

\*\* This application was withdrawn by the applicant. \*\*

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## OTHER BUSINESS

- **Consideration for Approval: Transfer of fees collected on behalf of the Health Dept. and SWCD**

Fees collected to date (10/31/20); Health Dept. \$6,970.00, SWCD \$6,275.00. The transfer approval would also include all fees collected through November 23, 2020.

*Mr. Vidor made a motion to Approve the transfer of funds collected for the Health Dept. \$6,970.00 and SWCD \$6,275.00 and any additional funds collected on the November 23<sup>rd</sup> deadline date. Mr. Merrell seconded the motion. VOTE: Majority For, 0 Opposed, 2 Abstained (Mrs. Kuba and Mr. Kent). Motion carried.*

- **Consideration for Approval: 2021 DCRPC meeting schedule**

*Mr. Price made a motion to Approve the 2021 DCRPC meeting schedule, seconded by Mr. Loveless. VOTE: Unanimously For, 0 Opposed. Motion carried.*

- **Consideration for Approval: 2021 Budget**

The 2021 proposed budget includes:

- 1.) Projected platting revenue is conservative at \$150,000;
- 2.) Salaries: 2% increase, Staffing includes an intern for 36 weeks;
- 3.) Health Insurance rates were provided by the County Administrator (10% increase);
- 4.) Materials and supplies are conservative estimates, there are no significant expenses anticipated for 2021;
- 5.) Services and Charges include the ongoing Trakit software maintenance, estimated moving expenses, \$20,000 Grant/Aide funding, and \$5,000 for RPC hosted conference expenses;
- 6.) Membership dues (\$199,136) were calculated with a 45¢ per capita credit for those jurisdictions that are current, applied to the existing \$1.04 per capita dues amount (additional reduction of 15¢ per capita for one year);
- 7.) Projected carry forward to 2022 - \$831,565.

*Mr. Price made a motion to Approve the 2021 DCRPC Budget as presented. Mr. Frommer seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Mr. Matlack). Motion carried.*

*Having no further business, Mr. Weade made a motion to adjourn the meeting at 7:10 p.m. Ms. Friend seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.*

*The next meeting of the Delaware County Regional Planning Commission will be Thursday, December 17, 2020, 6:30 PM via Zoom Meeting.*

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Dave Stites, Chairman

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Stephanie Matlack, Executive Administrative Assistant