

# PLANNING COMMISSION AGENDA



**Planning Commission Meeting**  
**5:30 PM Tuesday, November 24, 2015**

**Village Administration Building**  
**99 High Street**  
**South Lebanon, Ohio 45065**

	Agenda Item
1.	<b>Call to Order</b>
2.	<b>Pledge of Allegiance</b>
3.	<b>Roll Call</b>
4.	<b>Open Forum</b>
5.	<b>Review and Approval of Minutes</b> A. Minutes of September 14, 2015
6.	<b>Public Hearing – None</b>
7.	<b>Old Business</b> A. None
8.	<b>New Business</b> A. Case 15-07P: Application for Lot Splits of Lots 15 & 16 of Fredericks Stand Subdivision.
9.	<b>Communications</b>
10.	<b>Adjournment</b>

Members of the public may address the Planning Commission during the Open Forum segment of the agenda and shall be limited to five minutes each. After the speaker concludes remarks, the Planning Commission may comment or ask questions at that time. The Chairperson may at his or her discretion restrict duplicate testimony on a particular subject.



**Village of South Lebanon**  
**99 N. High Street, South Lebanon, Ohio 45065**  
**513-494-2296      fax: 513-494-1656**  
**[www.southlebanonohio.org](http://www.southlebanonohio.org)**

PLANNING COMMISSION  
MEETING MINUTES  
September 14, 2015  
6:00 PM

Members:

Thomas Hunsche - present  
Skip Lawhorn - present  
Dennis Rees - present  
Steve Riley - present  
Darrick Zucco – present

Staff:

Jerry Haddix  
Ann Herald

1: Call to order at 6:00 p.m.

2: Pledge

3: Roll call was taken. All present.

4: Open forum - none.

5: Chairman Zucco presented the minutes from August 18, 2015 for approval. Mr. Tom Hunsche made motion to approve. Mr. Skip Lawhorn seconded with all yeas.

6: Public hearing - none.

7: Old business – none.

8: New Business – Chairman Zucco gave the floor to Village Administrator, Jerry Haddix, to go over new business.

A: Mr. Haddix started with Case 15-04P: Application for Site Plan and Landscape Plan Approval for Fellowship Baptist Church, 3773 Snook Road. Mr. Haddix

reviewed the earlier comments from the Union Township Fire Department and from Choice One Engineering. Choice One Engineering recommends approval based on all conditions being met. Mr. Haddix said that staff also recommends approval when all conditions have been met. Chuck Stanberry the Director of Fellowship Baptist Tract League, stated he resides at 5333 Linda Drive, Morrow, Ohio 45152. He said this was space for warehouse and printing and that there will be no additional traffic. Mr. Hunsche stated the list of recommendations was not attached and thought square footage was under calculated and needed plans with elevations. He also said that he had a concern for retention ponds and hook-up to sewer. Mr. Stanberry said all were checked on the plans for the engineers. Mr. Haddix said that he recommends the approval contingent on the revisions being made and approval from Warren County Soil and Water. Chairman Zucco asked for a motion. Mr. Rees made the motion to approve. Chairman Zucco seconded the motion. All others yea.

B. Case 15-05 P. Acceptance and Dedication of Public Improvements for Vista Point at River's Bend, Section 4 Subdivision. Mr. Haddix stated the developer has not reached 70% development required by the Village to accept and dedicate public improvements. He also stated the developer would be released from 70% development by the Village upon completion of punchlist items. Chairman Zucco asked for motion to recommend to Village Council to accept streets, and dedicate Fawn Meadow Lane, Meadowview Lane, and portions of Buena Vista and portions of Riverstone Drive. Motion to accept by Chairman Zucco, seconded by Mr. Lawhorn. All others yea.

C. Case 15-06P. Acceptance and Dedication of Public Improvements for Woodknoll, Section 2 Subdivision. Mr. Haddix stated Mainstream Homes had defaulted and First National Bank assumed the role of developer with Beaver Creek Development acting on their behalf. A motion was made by Chairman Zucco and seconded by Mr. Lawhorn to recommend to Village Council to accept and dedicate Woodknoll Sec 2 improvements. All others yeas.

9: Communications – Mr. Haddix stated that Council is having Special Meeting September 24<sup>th</sup>, 2015 for the rezoning of Siemens Property.

11: Chairman Zucco asked for a motion to adjourn. Mr. Lawhorn made motion. Mr. Riley seconded. All yeas. Meeting adjourned at 6:20 P.M.

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Darrick Zucco, Chairman

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Ann Herald, Secretary

## **VILLAGE OF SOUTH LEBANON MEMORANDUM**

**TO:** Planning Commission Members  
**FROM:** Jerry Haddix, Village Administrator  
**RE:** Case 2015-07P Lot Splits for Lots 15 & 16 of Fredericks Stand  
**DATE:** November 20, 2015

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On the agenda for November 24<sup>th</sup> is an application for approval of two (2) lot splits for duplex units in the Fredericks Stand subdivision (the "Project") submitted by the Monarch Homes (the "Applicant").

### **Background**

On April 27, 2005, the record plan for the Village of Fredericks Stand, Section One (aka Fredericks Stand) was recorded in the Warren County Recorder's Office. The plat consisted of 26 lots of which 20 were 2-family units and six (6) were single family units. To date, nine (9) of the 2-family units have been constructed and lot division lines were created by survey plat. The duplex on Lot 16 has been constructed by Monarch Homes and the duplex on Lot 15 is planned by Monarch Homes as well. Approval of these lot splits will simply create separate deeds for each unit.

### **Zoning Code Analysis**

Upon reviewing the application, the lot divisions in this application meet the definition a minor subdivision as described in Section 15.20.3 of the Village's Zoning Code.

### **Zoning Process**

Planning Commission approval is required for lot divisions through the minor subdivision process. The Zoning Administrator will then mark the Plot Plan as well the new deeds "approved by Village of South Lebanon Planning; no plat required".

### **Recommendation**

All lot divisions are in compliance with the approved Planned Unit Development for the Subdivision. Staff recommends that the Planning Commission grant its approval of the minor subdivision application as submitted.

### **Attachments**

Planning Commission Application

# VILLAGE OF SOUTH LEBANON PLANNING COMMISSION APPLICATION

## 1. Application Type: (check the appropriate box) (all plans must be folded when submitted)

<input type="checkbox"/> Draft Plan-Discussion Only	<input type="checkbox"/> Preliminary PUD
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Final PUD
<input type="checkbox"/> Landscape Plan	<input type="checkbox"/> Rezoning
<input type="checkbox"/> Construction Drawings. (Please complete Fee Schedule form on Page 2)	<input checked="" type="checkbox"/> Lot Split
<input type="checkbox"/> Preliminary Plat (Please complete Fee Schedule form on Page 2)	<input type="checkbox"/> Conditional Use
<input type="checkbox"/> Final Plat or Replat	<input type="checkbox"/> Special Meeting
<input type="checkbox"/> Right-of-Way Dedication Plat	<input type="checkbox"/> Other:

(See Page 3 for complete Fee Schedule and Submittal Requirement Information)

## 2. Development Information:

<b>Development/Business Name:</b>	
<b>Type of Business/Project Description:</b>	
<b>Location:</b>	<b>Size of Building:</b>
<b>Current Zoning:</b>	<b>Rezone to:</b>
<b>Total Acreage:</b>	<b>Acres to be Rezoned:</b>
<b>Number of Employees:</b>	<b>Number of Fleet Vehicles:</b>
<b>Current Owner of the Property</b>	<b>Project Contact (Architect, Engineer, Planner)</b>
Name: <u>MONARCH HOMES LLC</u>	Name: <u>APEX ENG &amp; SURVEYING-PAUL LEISRING</u>
Address: <u>726 E. MAIN ST.</u>	Address: <u>1068 N. UNIVERSITY BLVD.</u>
City: <u>LEBANON</u> State: <u>OH</u> Zip: <u>45036</u>	City: <u>MIDDLETOWN</u> State: <u>OH</u> Zip: <u>45042</u>
Telephone: <u>(513) 331-9006</u> Fax: <u>(513) 932-6644</u>	Telephone: <u>(513) 424-5202</u> Fax: <u>(513) 424-6202</u>
<b>Applicant(s):</b> <u>MONARCH HOMES LLC</u>	
Address: <u>726 E. MAIN ST.</u>	
City: <u>LEBANON</u> State: <u>OH</u> Zip: <u>45036</u>	
Telephone: <u>(513) 331-9006</u> Fax: <u>(513) 932-6644</u>	
Please Print Applicant's Name Here: <u>CHRIS PERZICK</u>	
* Applicant's Signature: _____	
* Applicant is responsible for payment of all fees (See Fee Schedule and Footnotes on Pages 3 and 4 respectively.)	

## TO BE COMPLETED BY THE VILLAGE OF SOUTH LEBANON

Application Number: _____	Date of Planning Commission Meeting: _____
Fee Paid: _____	Drawn: _____ Check #: _____ Date: _____ Initial: _____
Legal Notices Advertised: _____	Mailed to Surrounding Property Owners: _____

### 3. Rezoning and Preliminary PUD Plan Requests

**Surrounding Property Owners:** Please list the names and addresses of all Owners of Real Property within 300 feet of any part of the property as such names and addresses appear on the most recent tax duplicate on 2 sets of mailing labels. (See submittal requirements on page 3).

### 4. Signatures Required

*By signing this application, I attest under penalty of law that all the information given above is correct to the best of my knowledge.*

Please **Print** Applicant's Name: Chris Pernice

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### 5. Fee Determination for Construction Drawings and Preliminary Plat Submittals

Please create a detailed breakdown of the estimated infrastructure breakdown cost for the project and attach it to this application. For Construction Drawings complete Item 1 and for Preliminary Plats complete Item 2.

Total Infrastructure Cost \$ \_\_\_\_\_ (A)

#### 1 – Construction Drawing Fee Breakdown

1.25% of Total Infrastructure Cost\* (Line A x 0.0125) \$ \_\_\_\_\_ (B)

1.50% of Total Infrastructure Cost\*\* (Line A x 0.015) + \$ \_\_\_\_\_ (C)

Application Fee + \$ 150.00 \_\_\_\_\_ (D)

**Total Construction Drawing Fee (Line B + C + D)** \$ \_\_\_\_\_ (E)

#### 2 – Preliminary Plat Fee Breakdown:

0.25% of Total Infrastructure Cost\* (Line A x 0.0025) \$ \_\_\_\_\_ (F)

Application Fee + \$ 150.00 \_\_\_\_\_ (G)

**Total Preliminary Plat Fee (Line F + G)** \$ \_\_\_\_\_ (H)

**Total Paid with Application/Submittals (Line E+H)** \$ \_\_\_\_\_

\* Due upon submittal

\*\* Due prior to construction