

PLANNING COMMISSION AGENDA



**Planning Commission Meeting
6:00 PM Tuesday, September 14, 2015**

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

	Agenda Item
1.	Call to Order
2.	Pledge of Allegiance
3.	Roll Call
4.	Open Forum
5.	Review and Approval of Minutes A. Minutes of August 18, 2015
6.	Public Hearing – None
7.	Old Business A. None
8.	New Business A. Case 15-04P: Application for Site Plan and Landscape Plan Approval for Fellowship Baptist Church, 3733 Snook Road.
9.	Communications
10.	Adjournment

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

PLANNING COMMISSION
MEETING MINUTES
August 18, 2015
6:00 PM

Members:

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

Staff:

Jerry Haddix
Vikki Stickelman

1: Call to order at 6:03 p.m.

2: Pledge

3: Roll call was taken. Mr. Rees was absent all others were present.

4: Open forum - none.

5: Chairman Zucco presented the minutes from July 15, 2015 for approval. Mr. Lawhorn made motion to approve. Mr. Riley seconded with all yeas.

6: Public hearing - none.

7: Old business – none.

8: Chairman Zucco gave the floor to Village Administrator, Jerry Haddix, to go over new business. Mr. Haddix started with Case 15-03P: Rezoning of 111.49 acres of Rivers Crossing South Development from R-3PUD & I-1 to R-3 & B-2. Mr. Haddix gave a brief description of the old Siemens property. He stated that in 2003 it was changed to R3PUD but that change has since expired since nothing

has been developed on the property. Mr. Haddix said that the new owners were wanting to rezone the bottom portion which consist of 34.680 acres to B2 and the top portion which consist of 76.810 acres R3. He let the board know that the Planning Commission will be making a recommendation to Village Council and then Council will be the ones who will approve or deny. Mr. Haddix stated that staff does make recommendation to send the request to Council. Mr. Haddix gave the floor to Graham Parlin of HPA Development Group. Mr. Parlin discussed how they wanted to make the top portion residential and bottom for businesses. Chairman Zucco asked about the piece of land that Duke Energy has on the top portion. Mr. Feathers of Lebanon Mason LLC said that was done prior to Lebanon Mason LLC buying the land. Chairman Zucco asked if the portion would remain I-1. Mr. Haddix said yes because it was not part of the rezoning application. Mr. Haddix asked Mr. Feathers to let the Commission know what they thought that they would be doing with the existing Milacron building. Mr. Feathers said that the building is in disrepair and they have found it hard to lease out. So that the building would be torn down.

Chairman Zucco asked if there were any further questions from the board. With no further questions Mr. Zucco asked for a motion to make a recommendation to send to Council. Mr. Lawhorn made the motion. Mr. Riley seconded with all others present stating yea.

10: Communications - none

11: Chairman Zucco asked for a motion to adjourn. Mr. Lawhorn made motion. Mr. Riley seconded. All yeas. Meeting adjourned at 6:09 P.M.

Darrick Zucco, Chairman

Vikki L. Stickelman, Secretary

VILLAGE OF SOUTH LEBANON MEMORANDUM

TO: Planning Commission Members
FROM: Jerry Haddix, Village Administrator
RE: Case 2015-04P Site Plan Review for Fellowship Baptist Church, 3733 Snook Rd.
DATE: September 10, 2015

On the agenda for September 14th is an application for approval of the site plans and landscape design for a 10,349 s.f addition to the Fellowship Baptist Church facility at 3733 Snook Road (the "Project") submitted by the Fellowship Baptist Church (the "Applicant").

Background

The property located at 3733 Snook Rd. ("Property") was annexed into the Village on February 28, 2002 together with the adjacent 12.9913 acre parcel which later became Shepherds Crossing Subdivision. At the time of the annexation, there was an existing building on the property which was operated by the Church as a printing facility and gathering place for worship and other church activities. On May 6, 2015, the Board of Zoning Appeals granted the Applicant a Conditional Use Permit for use as a church facility.

The Site Plan Application was originally submitted, along with the Conditional Use Permit application on March 27, 2015. After review of Village Engineer, the Applicant made revisions and resubmitted the Site Plan along with draft architectural drawing on August 24, 2015.

Zoning Code Analysis

Upon reviewing the plans, the Village Engineer and I found that the drawings generally satisfy the Zoning Regulations and Design Guidelines and Standards with the exceptions listed in the attached letter and accompanying site plan approval checklist.

Zoning Process

Pursuant to Article 18 of the Village Zoning Regulations, the development of any new use or construction of any new structures shall require site plan approval prior to construction and/or occupancy. At the first regular meeting at which a site plan proposal is considered, the Commission shall first determine whether to accept the plan for processing. If accepted for processing, the Commission shall review the site plan in relation to applicable standards and regulations, and in relation to the intent and purpose of the Village Zoning Regulations and Design Guidelines and Standards. The Commission shall consider the comments and recommendations from the Village Administrator, the Village Engineer, public safety officials and other reviewing agencies.

If the Commission determines that revisions are necessary to bring the site plan into compliance with applicable standards and regulations, the applicant shall be given the opportunity to submit a revised site plan. The Commission shall review the revised site plan and application materials within 30 days after the Village received a complete revised site plan application.

The Commission shall make a determination on a site plan based on the requirements and standards in the Zoning Regulations and Design Guidelines and Standards. The Commission is authorized to grant approval, grant approval subject to conditions, or reject a site plan. If the Commission chooses to grant approval subject to conditions, the Commission may waive its right to review the revised plan, and instead authorize the Zoning Administrator, or his designee, to review and recommend approval of the resubmitted plans if all required conditions have been addressed.

If construction is not started within 18 months of final approval of the site plan, the site plan approval becomes null and void and a new application for site plan review shall be required.

Recommendation

Staff recommends that the Planning Commission grant its approval of the site plan and landscape plan for the Fellowship Baptist Church with the following conditions:

Prior to issuance of a zoning permit, the applicant must resubmit the site plan and provide the following information to the Zoning Administrator:

1. Make necessary changes and provide additional information per review letter & checklist provided by Choice One Engineering;
2. Village Administrator shall obtain site plan approval from Union Township Fire Department;
3. Correct zoning of lots on Shepherd's Way from R-1 to R-2
4. Village Administrator shall obtain site plan approval from the Warren County Soil & Water Conservation District and incorporate any comments or requirements into these conditions.

Attachments

Planning Commission Application
Site Plan and Landscape Plan
Draft Architectural Plans
Village Engineer Letter & Checklist
Union Township Fire Chief Email

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 checked="" 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 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:

Development/Business Name: <u>Fellowship Baptist Church</u>	
Type of Business/Project Description: <u>Church / Printing</u>	
Location: <u>3733 Snook Rd.</u>	Size of Building: <u>25,888</u>
Current Zoning: <u>R-1</u>	Rezone to:
Total Acreage: <u>5.6740</u>	Acres to be Rezoned:
Number of Employees:	Number of Fleet Vehicles:
Current Owner of the Property	
Name: <u>Fellowship Baptist Church</u>	Project Contact (Architect, Engineer, Planner)
Address: <u>P.O. Box 164</u>	Name: <u>WYCO Consulting, Inc.</u>
City: <u>Lebanon</u> State: <u>OH</u> Zip: <u>45036</u>	Name: <u>Ruth Campbell P.E., P.S.</u>
Telephone: <u>513-494-1075</u> Fax:	Address: <u>10 Stadium Dr.</u>
	City: <u>Franklin</u> State: <u>OH</u> Zip: <u>45005</u>
	Telephone: <u>937-743-9926</u> Fax: <u>937-743-2961</u>
Applicant(s): <u>Fellowship Baptist Church (Attn: Charles Stanbery)</u>	
Address: <u>P.O. Box 164</u>	
City: <u>Lebanon</u> State: <u>OH</u> Zip: <u>45036</u>	
Telephone: <u>513-494-1075</u> Fax:	
Please Print Applicant's Name Here: <u>Charles C. Stanbery asst. Pastor Fellowship Baptist Church</u>	
* Applicant's Signature: <u>Charles C. Stanbery</u>	

* 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: Charles C. Stanbery

Applicant's Signature: Charles C. Stanbery Date: 3/27/15

Property Owner's Signature: Charles C. Stanbery Asst. Pastor Fellowship Baptist Church Date: 3/27/15

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

6. Fee Schedule and Submittal Requirements

Article/Ord. Reference	Item	Fees ⁽³⁾⁽⁴⁾	Submittal Requirements
Article 20 Article 14	Preliminary Plats Final PUDs	\$150 + 0.25% of estimated infrastructure construction costs ⁽¹⁾	12 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper)
Article 20	Construction Drawings	\$150 + 2.75% of estimated infrastructure construction costs ⁽¹⁾ (Include estimate with application) (1.25% due at time of submittal and 1.5% due before construction begins) ⁽²⁾	4 Copies ⁽⁵⁾ 2 Drainage Calculations 2 Detailed Spreadsheet of the Estimated Infrastructure Costs
Article 20	Final / Dedication Plats	\$350	10 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper)
Article 20	Lot Split / Minor Subdivision / Replats	\$75 per lot	3 Survey Plats ⁽⁵⁾ & Legal Descriptions 1 New Deed + 1 Original Deed
Article 18	Site Plans	\$400 + \$5 per unit Multi-family \$400 + \$20 per acre Commercial/ Office/Industrial/Institutional	12 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper)
Article 17	Landscape Plans	\$150 + \$10 per acre	12 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper)
Article 7	Zoning District Map Change Zoning Text Change	\$400 + \$10 per acre	20 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 2 Sets of Mailing Labels
Article 5	Variances / Appeals	\$400	8 Copies + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 1 Set of Mailing Labels
Article 14	Preliminary PUD Plans	\$2,500 + \$20 per acre	12 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper) 1 List of Surrounding Property Owners + 2 Sets of Mailing Labels
Article 14	Final PUD Plans	Site Plan Review Fees Apply	Site Plan Review Submittal Requirements Apply
Article 6	Conditional Use / Similar Use	\$250 + applicable site plan fee	15 Copies + 1 Copy Ledger Paper ⁽⁵⁾
Article 3	Zoning Permit	\$250 + \$0.03 per square foot of building area (Village water tap and inspection fee required if utilizing Village Water [proof of payment of County tap fee if utilizing County Water]; Village sewer tap and inspection fee also required)	5 Copies
Article 3	Temporary Use Permit	\$50	5 Copies
Article 3	Certificate of Occupancy	\$50	3 Copies
Ord. No: 2008-14; Permit App.	Flood Hazard Area Development Permit	\$50	3 Copies of Permit Application w/ applicable submittal requirements (stated on Page 2 of 2 of Permit Application + Engineering "No Rise" Certification (if applicable))
	Special Meeting	\$500 + Application Fee, if any ⁽⁶⁾	Depends Upon Type of Application or Meeting Requested

FOOTNOTES TO FEE SCHEDULE

- (1) Infrastructure construction costs include all infrastructure costs associated with a development including, but not limited to, drainage facilities, sanitary sewers, waterlines, grading, excavation, and street improvements.
- (2) Any inspection conducted outside the normal eight-hour workday of Monday through Friday, excluding holidays, 8:00 a.m. until 4:30 p.m., shall be charged at one and a half (1.5) times the standard rate. The Village reserves the right to charge fees in addition to the fees specified in the table above if, due to the applicant's responsibility, excessive review and/or field inspections are necessary, and as determined by the Village Engineer. Such fees for review and field inspection by Village staff shall be charged at the standard rate of forty dollars (\$40) per hour, plus a three-fourths (.75) hour charge for travel time. Any review and inspection completed by consultants on behalf of the Village shall be charged to the applicant at the same rate charged by the consultants. Performance and maintenance bonds will not be released until payment of all fees is received.
- (3) Any review and inspection completed by consultants on behalf of the Village shall be charged to the applicant at the same rate charged by the consultants. The applicant shall pay the difference when consultant fees charged to the Village are in excess of the established Fee Schedule base amounts. Final approvals will be held until all fees charged by consultants are paid-in-full by the applicant.
- (4) The fee for review of a revised application shall be sixty (60) percent of the fee specified for the initial or first review of such application.
- (5) All plans must be folded to fit a legal sized file folder with the title showing in the lower right-hand corner.
- (6) Special meetings that require one or more of the Village's consultants to attend shall require payment of the special meeting fee before the meeting is scheduled. Examples of special meetings include staff meetings and non-scheduled Planning Commission meetings requested by an applicant and/or developer.

1. Complete applications submitted by the deadlines posted above will be processed and placed on the next regularly scheduled Planning Commission meeting.
2. Incomplete applications or applications that do not comply with the minimum Village Zoning Ordinance and/or Subdivision Regulations or applications that are not submitted by the above posted deadlines will not be placed on the next regularly scheduled Planning Commission meeting agenda.
3. The applicant will be notified if his or her application is not accepted for processing. The Village Administrator and/or Zoning Administrator will discuss the reasons why the application was not accepted and the necessary steps required to meet the next meeting deadline.
4. Applicants may request a special Planning Commission meeting. Requests should be made with the Village Administrator at least two weeks in advance of the requested special meeting date. The meeting will be set if approved by the Planning Commission chairperson and if a quorum can be present. A \$500 fee plus applicable application fee must be paid in advance of the meeting (See Fee Schedule and Footnotes to Fee Schedule).
5. Meeting dates are subject to change due to unforeseen scheduling conflicts and holidays. Applicants should call the Village to check meeting dates in advance of the application deadlines.

September 2, 2015

Jerry Haddix
Village Administrator
Village of South Lebanon
99 High Street
South Lebanon, OH 45065

Dear Mr. Haddix:

Subject: Site Plan Review
Fellowship Baptist Church Site Plan
Village of South Lebanon, Warren County, Ohio

Attached are our comments after our second review of the Fellowship Baptist Church Site Plan provided to us on August 27, 2015. The letter provided along with the checklist is intended to supplement the checklist and explain in more detail SOME of the items noted on the checklist and the physical red markups on the full-size plans.

Choice One recommends the approval of the site plan contingent on the revisions being made. For areas where we are asking for clarifications, the developer or their engineer can send us the answers by email if they want.

If you have any questions, please contact our office.

Sincerely,

Nicholas J. Selhorst, P.E.
Project Manager

440 E. Hoewisher Road
Sidney, OH 45365
937-497-0200

203 W. Loveland Ave.
Loveland, OH 45140
513-239-8554

www.choiceoneengineering.com

Page 1

- Proposed parking labeled as 7 additional spaces yet only 6 are being provided. The hatched area for van accessibility cannot be counted as a parking space.

Page 2

- Turn on the layers for the existing water main and sanitary sewer. They were shown on the first submittal but for some reason are not shown on these plans.
- The ADA sign needs to be in front of the parking stall with the handicap symbol marking, not the hatched area.
- Since the existing sanitary and water already have existing taps, change the note to reflect that. Also, please be sure to contact Village personnel so they are present during the connection to those existing taps (call Tony Ledford, 513-678-3609).
- Is this existing water service tap on the north side of Shepherd's Way or is it on the south side, meaning the contractor needs to open cut or bore across it in order to tap into it? Please clarify.

Page 3

- This is just a suggestion but why not outlet the storm sewer at the top of the hill instead of cutting through the woods and having to put in a pipe down that steep slope?
- Proposed contours 743, 742, and 741 not shown around the building in many locations. The contours as currently shown jump from 744 to 740. Please clarify.
- The proposed asphalt lot seems to be graded extremely steeply in the middle (contours show over a 20% slope). Is this intended?
- Please provide some finished pavement elevations to clarify which direction the water will be draining. No spot elevations are labeled in the drawing except for the finished floor.

Page 6

- Just another suggestion, but 3" of asphalt on 8" of base seems pretty light duty for a site that will see consistent truck traffic. A thicker pavement section may want to be considered so the asphalt holds up better.

Storm Cales

- Storm calculation summary states that the site is going from 1.06 acres of impervious surface to 1.22 acres of impervious surface, an increase of 0.16 acres. 0.16 acres is 6970 square feet, and the proposed addition alone is 10,400 square feet. This doesn't account for the additional asphalt parking lot either. Please double check the numbers on the proposed impervious surface.



VILLAGE OF SOUTH LEBANON
Site Plan Approval Checklist

Development Name: Fellowship Baptist Church
 Nick Selhorst, P.E. – Choice One
Reviewed By: Engineering

Date Received 8/27/15
Date Reviewed 8/31/15

All items below are required for site plan approval from the Village Engineer

	Approved	Comments
1. Required Information Sec 15.18.20		
a. Appropriate Scale	<input checked="" type="checkbox"/>	
b. Sec 15.18.20.2 (a-n)	<input checked="" type="checkbox"/>	
c. Sec 15.18.20.3 (a-x)	<input checked="" type="checkbox"/>	
d. Sec 15.18.20.4 (a-g)	<input checked="" type="checkbox"/>	On architectural plans
e. Sec 15.18.20.5 (a-f)	<input type="checkbox"/>	Insufficient detail for proposed elevations.
f. Sec 15.18.20.6 (a-l)	<input checked="" type="checkbox"/>	N/A
g. Sec 15.18.20.7 (a-b)	<input checked="" type="checkbox"/>	
h. Sec 15.18.20.8	<input type="checkbox"/>	Revised plans said see list submitted herewith but we could find no such list.
i. Sec 15.18.20.9	<input checked="" type="checkbox"/>	N/A
2. Storm Water Plan Sec 15.18.21.12		
a. Detention and Retention Basin Calculations	<input type="checkbox"/>	Proposed impervious area is undercalculated.
b. Overflow Routing on and off-site	<input checked="" type="checkbox"/>	
c. Storm Sewer	<input checked="" type="checkbox"/>	
3. Utility Connection Plan Sec 15.18.21.15		
a. Main Extension Plan	<input checked="" type="checkbox"/>	
b. Lateral Service Plan	<input checked="" type="checkbox"/>	
4. Access Control Plan Sec 15.18.21.8-11,20-21		
a. Driveway Widths and Locations	<input checked="" type="checkbox"/>	
b. Emergency Vehicle Access	<input checked="" type="checkbox"/>	
c. Pedestrian Access	<input checked="" type="checkbox"/>	
d. Coordination with Adjacent Sites	<input checked="" type="checkbox"/>	
e. Barrier-free Access	<input checked="" type="checkbox"/>	
5. Off-Street Parking Sec 15.12.2		
a. Required # of Spaces	<input checked="" type="checkbox"/>	Explanation of how 40 vehicles will be accommodated is acceptable, however, it is recommended that the spaces for those extra employees/volunteers not actually be painted.
b. Parking Space Size	<input checked="" type="checkbox"/>	
c. ADA Requirements	<input type="checkbox"/>	ADA sign shown in wrong location
6. Erosion Control Sec 15.18.21.13		
a. Erosion Control Plan	<input checked="" type="checkbox"/>	
7. Lighting Plan Sec 15.18.21.14		
a. Compliance with Sec 15.18.21.14	<input checked="" type="checkbox"/>	
8. Appearance Sec 15.18.21.3		
a. Compliance with Sec 15.18.21.3	<input checked="" type="checkbox"/>	
9. Landscape Plan Sec 15.17		
a. Sec 15.17.4 (a-b)	<input checked="" type="checkbox"/>	



VILLAGE OF SOUTH LEBANON
Site Plan Approval Checklist

Development Name: Fellowship Baptist Church
 Nick Selhorst, P.E. – Choice One
Reviewed By: Engineering

Date Received 8/27/15
Date Reviewed 8/31/15

b. Sec 15.17.5.1 (a-d)	<input checked="" type="checkbox"/>	
c. Sec 15.17.6 (1-3)	<input checked="" type="checkbox"/>	
d. Sec 15.17.7	<input checked="" type="checkbox"/>	
e. Sec 15.17.8	<input checked="" type="checkbox"/>	
f. Sec 15.17.9.1	<input checked="" type="checkbox"/>	N/A
g. Sec 15.17.9.2 (a-c)	<input checked="" type="checkbox"/>	
h. Sec 115.17.10 (1-4)	<input checked="" type="checkbox"/>	
i. Sec 15.17.11 (1-2)	<input type="checkbox"/>	No dumpster screening shown
10. Screening	Sec 15.18.21.16	
a. Privacy	<input checked="" type="checkbox"/>	
b. Off-Street Parking	<input checked="" type="checkbox"/>	
c. Loading Areas	<input checked="" type="checkbox"/>	
d. Dumpster Enclosure	<input type="checkbox"/>	No dumpster screening shown
11. All Other Items		
a. Note on Plans Indicating All Items Shall Be Constructed to Village Standards	<input checked="" type="checkbox"/>	
General Comments	<p>We recommend the corrections and deficiencies be made to site plan, and the approval by the planning commission be contingent on those revisions being made. If a variance is being requested on the dumpster screening, the developer should take that request to the planning commission.</p>	

Jerry Haddix

From: Robert Napier <chiefnapier@utslfd.com>
Sent: Wednesday, September 09, 2015 11:46 AM
To: Jerry Haddix
Cc: Austen Mellendorf; Matt Lagedrost; Mike Stine; Ryan Hurley; Chris Koch; Fred Vonderhaar; Sharon Lawhorn; Tony Ledford
Subject: 3733 proposed addition

Jerry,

I have reviewed to proposed site plan for Fellowship Baptist Church addition to the existing building @ 3733 Snook Road. I have researched and found a 10,000 S.F. addition permit was pulled on November 8, 1990. No prints have been found. With the additional 10,400 S.F. they are proposing the total structure will be a total of 25,140 S.F. With this size of structure and the fire load, it needs to be fully sprinkled. Is the property on the Village water system? We need assurance there is enough water supply for the fire load. The driveway area needs to be able to handle a large fire trucks and parking areas be arranged so the fire department will have unhindered access to the structure. If you have any questions, please feel free to contact me.

Robert Napier
Fire Chief/Administrator
Union Township Fire Department
285 E. Pike Street
South Lebanon, Ohio 45065
(P) 513-494-2566
(F) 513-494-9055
(C) 513-617-3966