

PLANNING COMMISSION AGENDA



**Planning Commission Meeting
6:30 PM Monday, September 12, 2016**

**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 June 27, 2016
6.	Public Hearing – None
7.	Old Business A. None
8.	New Business A. Case 16-09P: Application for Lot Split of Lots 2 & 4 in Frederick's Stand
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
MEETING MINUTES
June 27, 2016

Members Present:

Tom Hunsche
Dennis Rees
Bill Madison
Jim Smith

Staff:

Jerry Haddix, Administrator
Elbert Allen, Clerk

Members Absent:
Darrick Zucco

1. Call to order at 6:00 PM
2. Pledge of Allegiance
3. Roll Call.
4. Open Forum
5. Review and Approval of Minutes of April 13, 2016. After the minutes were reviewed a motion to approve was made by Bill Madison and was seconded by Dennis Rees. A vote was taken. All yeas.
6. Public Hearing: None
7. Old Business: None
8. New Business:
 - A. Case 16-06P: Application for Preliminary Plat Approval for Woodknoll Section 3. The Developer will be Shepherds Crossing Development, LLC. This same Developer will also be used for Section 4 and 5. Both Joe and Ed Farruggia were at the meeting representing Shepherds Crossing Development, LLC. Loren Puckett representing McCarty Associates was also in attendance. Joe stated that they will develop 13 lots in this section. Fisher Homes will be the builder. The homes will be built on Pike Street and will complete the

connection of Pike Street between Mary Lane Ext and Claude Ave. A motion to approve the application for Preliminary Plat for Section 3 was made by Dennis Rees and was second by Tom Hunsche. A vote was taken. All yeas.

B. Case 16-07P: Application for Preliminary Plat Approval for Woodknoll Section 4. Work is planned to begin in this section first on or around July 22 of this year. They would then start work in Section 3 and then move into Section 5. Joe also stated that they would develop 11 lots in this section. Fisher Homes will be the builder. The homes will be built on Mary Lane Ext and will connect Mary Lane Ext to Sunset Drive. Sewer Lines only will be ran from Section 4 up the hill to connect to Section 5. A motion to approve the application for Preliminary Plat for Section 4 was made by Tom Hunsche and was seconded by Dennis Rees. A vote was taken. All yeas.

C. Case 16-08P: Application for Preliminary Plat Approval for Woodknoll Section 5. Work is planned to begin in this section last. Joe stated that they would develop 42 lots in this section. Drees Homes will be the builder. These homes will be larger and higher quality than the Fischer Homes that will be built in Section 3 or 4. These homes will be built starting at the end of Shepherds Way. A street name has not been assigned to this section as of today. Section 5 will not be connected to Section 4. Residents will enter and exit using Shepherds Way. They expect work to be completed in all three sections in 2019 with a total of 66 new homes added to the Woodknoll Subdivision. A motion to approve the application for Preliminary Plat for Section 5 was made by Bill Madison and was seconded by Dennis Rees. A vote was taken. All yeas.

9. Communications: None

10. Motion to adjourn. Bill Madison made the motion; Tom Hunsche seconded. A vote was taken. All yeas.

Darrick Zucco – Chairman

Elbert Allen - Clerk

VILLAGE OF SOUTH LEBANON MEMORANDUM

TO: Planning Commission Members

FROM: Jerry Haddix, Village Administrator

RE: Case 2016-09P Lot Splits for Lots 2 & 4 of Fredericks Stand

DATE: September 9, 2016

On the agenda for the September 12th meeting 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, eleven (11) of the 2-family units have been constructed and lot division lines were created by survey plat. The duplexes on Lots 2 & 4 are partially to mostly constructed by Monarch Homes. 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 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 checked="" type="checkbox"/> Other: <u>Lot Split</u>

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

2. Development Information:

Development/Business Name: <u>Monarch Homes, LLC</u>			
Type of Business/Project Description:			
Location:		Size of Building:	
Current Zoning:		Rezone to:	
Total Acreage:		Acres to be Rezoned:	
Number of Employees:		Number of Fleet Vehicles:	
Current Owner of the Property		Project Contact (Architect, Engineer, Planner)	
Name: <u>Monarch Homes, LLC</u>		Name: <u>Same</u>	
Address: <u>726 E. Main St. F107</u>		Address:	
City: <u>Lebanon</u>	State: <u>OH</u>	City:	State: Zip:
Telephone: <u>513.282.3071</u>	Fax:	Telephone:	Fax:
Applicant(s): <u>Kathy Weaver</u>			
Address: <u>Same</u>			
City:	State:	Zip:	
Telephone: <u>Same</u>	Fax:		
Please Print Applicant's Name Here: <u>Kathy Weaver</u>			
* Applicant's Signature: <u>Kathy Weaver</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: _____
Legal Notices Advertised: _____	Initial: _____
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: Kathy Weaver
Applicant's Signature: Kathy Weaver Date: 8-25-16
Property Owner's Signature: [Signature] Date: 8/25/16

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	+	\$ <u>150.00</u> (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	+	\$ <u>150.00</u> (G)
Total Preliminary Plat Fee (Line F + G)		\$ _____ (H)
Total Paid with Application/Submittals (Line E+H)		\$ _____

* Due upon submittal

** Due prior to construction

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 checked="" 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:

Development/Business Name: <u>Monarch Homes, LLC</u>	
Type of Business/Project Description: <u>2 family residence</u>	
Location:	Size of Building:
Current Zoning:	Rezone to:
Total Acreage:	Acres to be Rezoned:
Number of Employees:	Number of Fleet Vehicles:
Current Owner of the Property	
Name: <u>Same as above</u>	Name: <u>Same as above</u>
Address:	
City: State: Zip:	City: State: Zip:
Telephone: Fax:	Telephone: Fax:
Applicant(s): <u>Monarch Homes, LLC</u>	
Address: <u>726 E Main St. Suite 107</u>	
City: <u>Lebanon</u> State: <u>OH</u> Zip: <u>45036</u>	
Telephone: <u>513-282-3077</u> Fax:	
Please Print Applicant's Name Here: <u>Chris Pernice</u>	
* Applicant's Signature: <u>[Signature]</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: Chris Pernice

Applicant's Signature: [Signature] Date: 8/9/16

Property Owner's Signature: [Signature] Date: 8/9/16

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) \$ _____

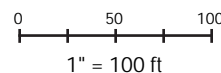
* Due upon submittal

** Due prior to construction



Warren County Legend

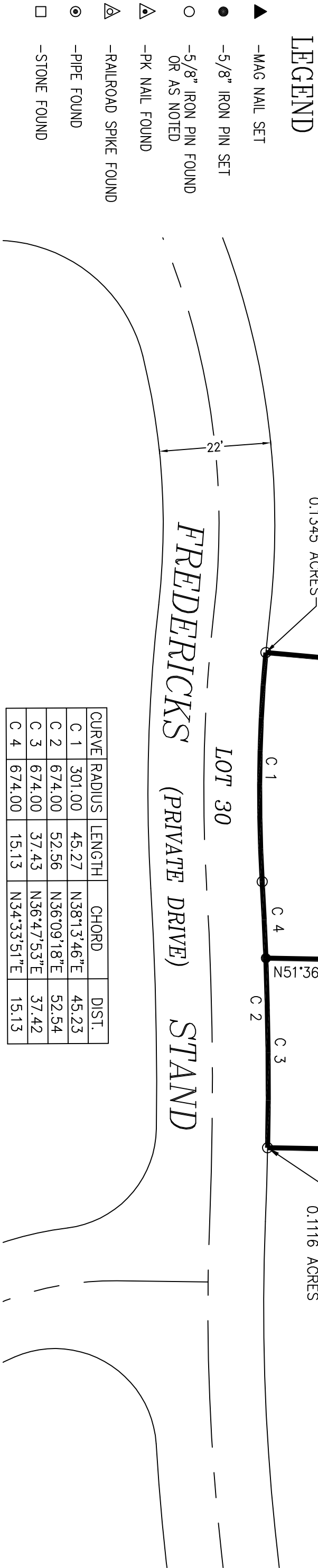
	Interstate		County Boundary		Overpass Line		School Line		Township & Range
	US Route		Auditors Tract Line		Parcel Line		Section Line		Tract Line
	State Route		Civil Township Line		ROW Unknown Width		Subdivision Limit		VMS Line
	Local Road		Corporate Line		Road ROW		Subdivision Lot Line		Vacated Road Line



This is a product of the Warren County GIS Department. The data depicted here has been developed with extensive cooperation from other county departments as other federal state and local government agencies. Warren County expressly disclaims responsibility for damages or liability that may arise from the use of this map. Any resale of this information is prohibited, except in accordance with a licensing agreement. Copyright 2009 Warren County GIS. Generated: 9/9/2016 11:50:51 AM

PRELIMINARY ACCESS APPROVAL _____ Not Applicable

Neil Tunison P.E., P.S.
Warren County Engineer



SURVEYOR NOTES:

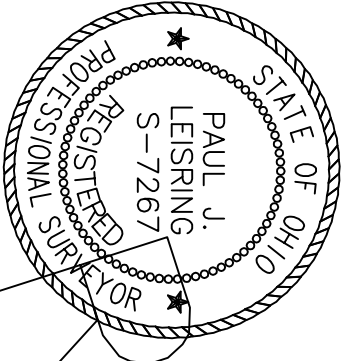
- 1.) OCCUPATION FITS SURVEY AS SHOWN.
- 2.) MONUMENTATION IN GOOD CONDITION.
- 3.) SOURCE DOCUMENTS AS NOTED.
- 4.) BEARINGS BASED ON THE VILLAGES AT RIVERS BEND VILLAGE OF FREDERICKS STAND SECTION ONE P.B. 69, PG. 72
- 5.) DEED REFERENCE: D.N. 2016-020269
- 6.) ADDITIONAL MONUMENTS NOT SET WITH PRIOR APPROVAL OF ENGINEER'S OFFICE

SURVEY FOR DIVISION

LOT 2

**THE VILLAGES AT RIVERS BEND
VILLAGE OF FREDERICKS STAND
SECTION ONE**

M.S. 1546, VILLAGE OF SOUTH LEBANON
HAMILTON TOWNSHIP, WARREN COUNTY, OHIO



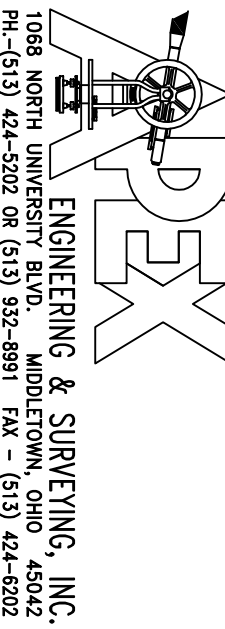
I HEREBY CERTIFY THAT THIS PLAT IS BASED
UPON A FIELD SURVEY MADE UNDER MY DIRECTION.

PAUL J. LEISRING
OHIO PROFESSIONAL SURVEYOR NO. 7267

A CURRENT TITLE EXAMINATION/REPORT IS NECESSARY TO DETERMINE
ANY ADDITIONAL EASEMENTS, RESTRICTIONS, COVENANTS, CONDITIONS
OR ENCUMBRANCES WHICH MAY AFFECT THE LANDS HEREIN PLATTED.

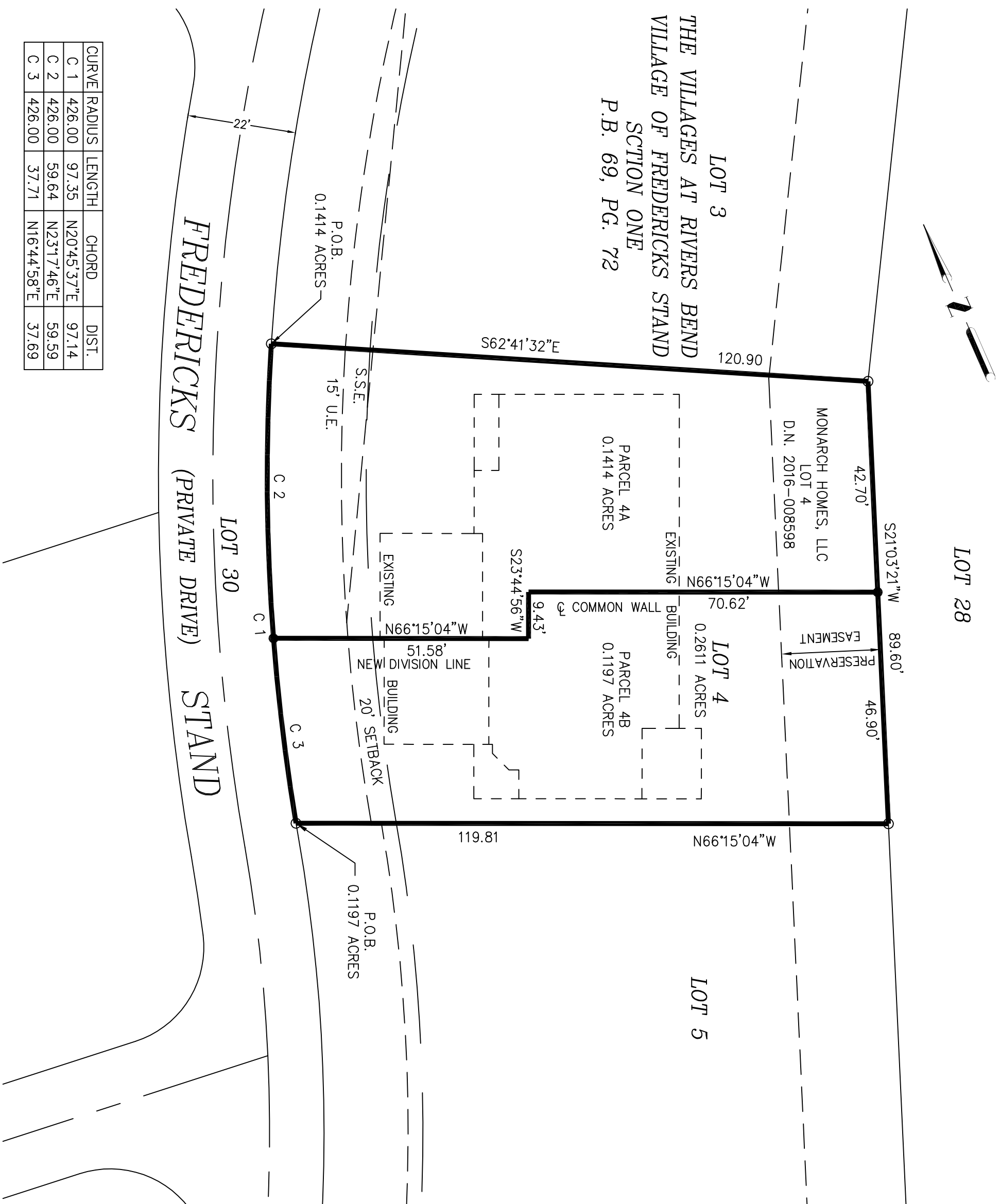


SCALE: 1"=20'
DATE: AUGUST, 2016
DRAWN: P.J.L.
DESIGNED:
CHECKED: K.R.C.



REVISIONS:
1.
2.
3.
4.
PROJECT: FREDERICKS STAND
DRAWING: 161335SA 1 OF 1

	PRELIMINARY ACCESS APPROVAL	
	Granted	Not Applicable
Neil Tunison P.E., P.S. Warren County Engineer		



SURVEYOR NOTES:

- 1) OCCUPATION FITS SURVEY AS SHOWN.
- 2) MONUMENTATION IN GOOD CONDITION.
- 3) SOURCE DOCUMENTS AS NOTED.
- 4) BEARINGS BASED ON THE VILLAGES AT RIVERS BEND VILLAGE OF FREDRICKS STAND SEC. ONE, P.B. 69, PG. 72
- 5) DEED REFERENCE: D.N. 2016-008598.
- 6) ADDITIONAL MONUMENTS NOT SET WITH PRIOR APPROVAL OF ENGINEER'S OFFICE

LEGEND

- ▲ -MAG NAIL SET
- -5/8" IRON PIN SET
- -5/8" IRON PIN FOUND
OR AS NOTED
- ▲ -PK NAIL FOUND
- ▲ -RAILROAD SPIKE FOUND
- -PIPE FOUND
- -STONE FOUND

CURVE	RADIUS	LENGTH	CHORD	DIST.
C 1	426.00	97.35	N20°45.37"E	97.14
C 2	426.00	59.64	N23°17'46"E	59.59
C 3	426.00	37.71	N16°44'58"E	37.69



I HEREBY CERTIFY THAT THIS PLAT IS BASED UPON A FIELD SURVEY MADE UNDER MY DIRECTION.

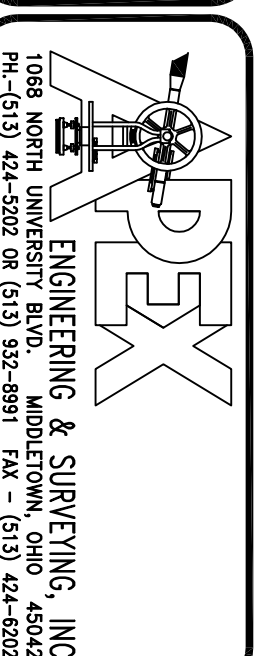
PAUL J. LEISRING
OHIO PROFESSIONAL SURVEYOR NO. 7267

DATE



A CURRENT TITLE EXAMINATION/REPORT IS NECESSARY TO DETERMINE ANY ADDITIONAL EASEMENTS, RESTRICTIONS, COVENANTS, CONDITIONS OR ENCUMBRANCES WHICH MAY AFFECT THE LANDS HEREIN PLATTED.

SCALE: 1"=20'
DATE: AUGUST, 2016
DRAWN: PUL
DESIGNED:
CHECKED: KRC



1. 2. 3. 4.	REVISIONS:
PROJECT: FREDRICKS DRAWING: 160947	STANDSHEET 1 OF 1

SURVEY FOR DIVISION
LOT 4
THE VILLAGES AT RIVERS BEND
VILLAGE OF FREDRICKS STAND
SECTION ONE
M.S. 1546, VILLAGE OF SOUTH LEBANON
HAMILTON TOWNSHIP, WARREN COUNTY, OHIO