

PLANNING COMMISSION AGENDA



**Planning Commission Meeting
6:00 PM Tuesday, December 18, 2018**

**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 October 2, 2018 B. Minutes of October 10, 2018
6.	Public Hearing – None
7.	Old Business A. None
8.	New Business A. Case 18-15P: Application for Final Plat Approval for Riverside Subdivision Phase Three
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 St. South Lebanon, Ohio 45065
Ph:(513)494-2296 Fax:(513)494-1656
www.southlebanonohio.org

Planning Commission Meeting
MEETING MINUTES
Tuesday, October 2nd, 2018

Members Present:

Darrick Zucco
Tom Hunsche
Bill Madison
Jim Smith

Members Absent:

Dennis Rees

Staff:

Jerry Haddix,
Administrator
Brianna Koutny,
Clerk

1. Call to order at 6:30p.m.
2. Roll Call
3. Pledge of Allegiance
4. Open Forum : None
5. Review and Approval of Minutes from August 29th, 2018. A motion to approve was made by Tom Hunsche, and seconded by Jim Smith. A vote was taken. All YEAS.
6. Public Hearing : None
7. Old Business : None
8. New Business :
 - a) Case 18-13P : Zoning of River Corridor Annexation properties (per sec. 15.7.7 Recommendation by Planning Commission and Sec. 15.7.13 Zoning Upon Annexation)
 - Administrator Jerry Haddix states that he recommends zoning upon annexations for 17 parcels in the River Corridor Annexation; 16 of which have been recommended for zoning already, with the last parcel (Irwin Annexation of Grandin Rd) is scheduled for public hearing later in the month. Of the 16 parcels, there are 10 ODNR properties, 3 for Peters Cartridge Factory, 1 for Warren County, 1 for TEJ, and 1 in the R1 district. Haddix states some of the bike trail properties have no zoning through the township, but the Village's RFP Zoning District most closely resembles the existing use. Haddix states the Township approved the Peter's Cartridge Factory stage 1 PUD, and recommends the conditions approved by the Township should be approved. Haddix

also recommends that the Planning Commission recommends to the Village Council that they accept the zoning classifications for the River Corridor Annexation with the exception of Parcel #16-05-100-001 which will be separately rezoned from this action.

9. Communications : Jim Smith states that the Planning Commission members will be included on the approval of the Powder Plant Dedication Plaque.
10. Adjournment : A motion was made to adjourn by Jim Smith and seconded by Bill Madison. A vote was taken. All YEAS.

Darrick Zucco – Chairman

Brianna Koutny – Clerk



Village of South Lebanon
99 N. High St. South Lebanon, Ohio 45065
Ph:(513)494-2296 Fax:(513)494-1656

www.southlebanonohio.org

Planning Commission Meeting

MEETING MINUTES

Wednesday, October 10th, 2018

Members Present:

Darrick Zucco
Tom Hunsche (Arrival – 6:15pm)
Bill Madison
Jim Smith

Members Absent:

Dennis Rees

Staff:

Jerry Haddix,
Administrator
Brianna Koutny,
Clerk

1. Call to order at 6:00p.m.
2. Roll Call
3. Pledge of Allegiance
4. Open Forum : None
5. Public Hearing : Zoning upon annexation for 727 Grandin Rd. from M-1 Light Industrial (unincorporated zoning, Hamilton Township) to R-3 Planned Unit Development (PUD)
 - Administrator, Jerry Haddix presents the public notice that was published in the Cincinnati Enquirer on September 21st, 2018.
 - Chairman Darrick Zucco opens the floor to the public hearing.
 - Richard Arnold of McGill Smith Punshon Design at 3700 Park 42 Dr. Cincinnati, Ohio 45241 states Steve Bosse of Robert C Rhein Interests at 1721 Old Farm Dr. is also in attendance and clarifies that Robert C. Rhein Interests, who is the application on the above-listed property. Arnold explains the property is proposed to consist of 177 single family homes, with sanitary sewer being located on Striker Rd. and water mains located on both Striker and Grandin Rd. He states that the project has already been submitted to Warren County Board of Commissioners for water and sanitary sewer service and has agreed to draft a legal agreement for said service. Arnold highlights comments regarding the project, and states he is aware of the requirement that water areas are not to exceed 50% of the required space, but stresses that the lake that is located on the property will be a spectacular amenity for the residents. Due to the size of the lake, it will provide ability to fish, build a walking path, etc. He stresses that the

size will act more as a benefit rather than a detriment to the project. He requests that the Planning Commission make a recommendation to waive the 20% requirement, due to the benefit it poses. Arnold also requests that the open space requirement of less than 5 acres of open space be waived. Arnold states they are in agreement with recommendation items 1, 2, 4, and 6. Arnold expresses concern with item 5 regarding installation of a stub street being placed on the east side of the property into vacant land. His concern is due to the land being in Hamilton Township who is wanting the land to remain a manufacture type use. He expresses concern with heavy tractor and semi-trailer traffic, and inconveniencing future residents. Administrator Jerry Haddix suggests changing the wording in the legislation to reflect a more specific instruction. Arnold asks if it is possible to plat the streets as is and implement a paper street that could be executed in the event that the property to the east of the subdivision were to develop as a residential use. Steve Bosse approaches the podium, and states that he is in agreement with that change, and also states the street is subject to termination in the event that no changes are made to the east side property. Planning Consultant Kim Lapensee asks if there has been a traffic analysis. Arnold states there has not been analysis completed at this time. Lapensee expresses concern with only having one exit for 177 lots, and causing a heavy traffic increase, and stresses the benefit of having a second exit on the east side for that reason.

- Arnold recaps main points for Board Member, Tom Hunsche who arrived at 6:15pm.
- Chairman Darrick Zucco asks if there are any other comments for the public hearing. Hearing none, he closes the floor to public hearing.

6. Old Business : None

7. New Business :

a) Case 18-14P : Zoning upon annexation and PUD Rezoning - 727 Grandin Rd. (per Section 15.7.13 Zoning Upon annexation and Article 14 Planned Unit Development District) –

- Administrator, Jerry Haddix states this project is part of the River Corridor Annexation that was finalized on February 22nd, 2018. Haddix explains that Robert C. Rhein Interests has applied for an R3 PUD consisting of 177 single family lots over a 7 phase period. Haddix states that the process will include the Planning Commission holding a public hearing with publication in a newspaper fifteen (15) days prior to the public hearing. The Planning Commission is then to provide a recommendation to the Village Council. He states that all property owners within 300 ft of the annexation were notified of the public hearing 20 days prior to said hearing. Haddix explains that the density of 2.74 units per acre and 11.6 acres of open space, despite some allowances for a narrower lot, 55 ft is 5 ft less than the required minimum 60ft lot width. Haddix states that Planning Consultant, Kim Lapensee has reviewed the preliminary Development plan and opens the floor to her comments.
- Kim Lapensee, Village of South Lebanon Planning Consultant states that her recommendations are based on surrounding subdivisions and keeping them compatible with each other. She recommends that the PUD meet all subdivision requirements, storm water quality requirements, completion of a traffic analysis on Grandin Rd. In regard to a stub street, she recommends implementing a paper street, but including a condition in the construction drawing stating the street did not have to be built. She asks the applicants how long they are predicting build out. They respond with 5-6 year build out time. Based on that answer, she recommends a 5 year time on the condition of the stub street. Lapensee asks applicants about price points, and if it will be compatible with surrounding subdivisions. Applicants state the range will start from the upper \$200,000 to upper \$300,000 range. Chairman, Darrick Zucco asks for

comments on the minimum living area of each lot. Applicants state the living space will start at 1200 sq. ft. and will range to 2500 sq. ft. Lapensee states that the Village Zoning code requires side yard set backs to be 16 ft. and the applicants are proposing 12 ft. which will require a waiver of the requirement or a change in the proposal. Lapensee states the rear yards to the south and west will need to be 40 ft. along with frontage having a minimum requirement of 60 ft. when the applicants are only proposing 55ft. She again recommends a waiver of the requirement, or a change to the PUD. Chairman Darrick Zucco asks what Lapensee is seeing in surrounding areas. She states she is seeing larger lots consisting of 12,000 to 14,000 sq. ft. lots as opposed to 7,000 sq. ft. lots in the proposed application.

- Haddix states the property lots will consist of 30 ft setbacks, when the Village Zoning Code only calls for 25ft. which will increase the driveway length. Lapensee stresses future development be thought of during the development of the original zoning process regarding these lots. Darrick Zucco asks for comment on the open space requirement. Lapensee responds with recommending waiving the requirement due to the benefit of the current layout. Lapensee recommends that the legislation requires HOA maintains the open space and the storm water. Haddix states that will be added to the legislation. Bill Madison asks if the roadways will be public, Lapensee responds by saying the roadways will be public. Zucco asks for any additional comments. Bill Madison states that developing the surrounding areas as residential will complement the area further. Zucco asks for comments on the traffic concern on Striker Rd. and Grandin Rd. Lapensee responds by saying the traffic analysis will determine what needs to be implemented for smoother traffic flow. She recommends sidewalks on the front end of the subdivision per the Zoning Code. Jerry Haddix states he will revisit. Lapensee states it would be a good planning practice to consider sidewalks for future development. She states it will complement the existing bike path, and Peters Cartridge Project.
- Richard Arnold clarifies that the south lots on Willow Grove subdivision are only 55ft. wide and the plans are matching with existing lots. Lapensee states the code shows 60 ft. requirement. Haddix states there have been other PUD's in the Village of less than 60 ft. and the requirement has been waived, and approved in the past.
- Darrick Zucco clarifies that a motion is being made to approve with the following conditions:
 1. Village Administrator to develop language regarding paper stub street implementation
 2. Incorporate language that HOA will maintain open space and storm water facilities
 3. To waive the PUD requirement of 20% open space and allow the proposed 17.9% open space area with 9.2 acres being the lake
 4. Waive the 60 ft. minimum lot requirement, and allowing the 55 ft. lots
 5. Waive the requirement of 16 ft. total side yard setback to allow 6 ft. setback on either side totaling 12ft.
 6. Minimum living area of 1200 sq. ft.
 7. Compliance with Subdivision Regulations
 8. Compliance with storm water management regulations with approval of the Village Engineer

9. Conduct a traffic analysis to determine if any improvements are required on Grandin Rd.
10. Execution of an agreement between the Village and the Warren County Board of Commissioners for water and sanitary sewer service
11. Developer to provide documentation of the projected price points of the homes and proposed amenities to be provided to residents.
 - A motion was made to approve with the above-listed conditions by Darrick Zucco and seconded by Jim Smith. A vote was taken. All YEAS.
 - Administrator, Jerry Haddix states the recommendation will go to council, and upon approval will come back to the Planning Commission for final development plan approval.
8. Communications: None
9. A motion was made to adjourn by Jim Smith and seconded by Bill Madison. A vote was taken. All YEAS.

Darrick Zucco – Chairman

Brianna Koutny – Clerk

VILLAGE OF SOUTH LEBANON MEMORANDUM

TO: Planning Commission

FROM: Jerry Haddix, Village Administrator

RE: Case 18-15P, Final Plat Approval, Riverside Subdivision Phase Three

DATE: December 13, 2018

On the agenda for the December 18th meeting is Case #18-15P, an application for approval of the Final Record Plat for the Riverside Subdivision Phase Three (the “Property”) submitted by Bayer Becker Engineers on behalf of Lebanon Mason, LLC (the “Owner”).

Background

On February 11, 2016, the Village Planning Commission passed a motion that granted approval of the Preliminary Plat for the 127-lot, 54.120 acre Rivers Crossing South development (now known as “Riverside”). Riverside Phase One record plat was recorded on February 2, 2017 which consisted of 15.421 acres and 42 single family lots along with 2.95 acres of open space. Riverside Phase Two record plat was recorded on January ,9, 2018, which consisted of 10.7904 acres and 43 single family lots This final plat, Riverside Phase Three, consists of 18.2368 acres and will create 34 single family lots and 10.2496 acres of open space. The present zoning designation is R-3.

The Final Record Plat has been sent to a number of officials and agencies for review. The Owner has addressed the comments received from the Warren County Tax Map Dept, Choice One Engineering and Duke Energy.

Code Analysis

Pursuant to Section 15.20.4 of the Village Zoning Code, a subdivision developer, after receiving approval of the preliminary plat of the proposed subdivision, shall submit a final plat for the subdivision and drawings and specifications of the improvements required therein. The final plat shall be filed with the Planning Commission not later than twelve months after the date of approval of the preliminary plat.

Zoning Process

The Planning Commission shall approve or disapprove the final plat within thirty days after it has been filed. If the plat is disapproved, the grounds for disapproval shall be stated in the records of the Commission, and a copy of said record shall be forwarded to the developer. The Commission shall not disapprove the final plat if the developer has done everything that he was required to do and has proceeded in accordance with the conditions and standards specified in the approved preliminary plat. If disapproved, the developer shall make the necessary corrections and resubmit the final plat within thirty days to the Commission for its final approval.

When the final plat has been approved by the Commission, the original tracing (Mylar) shall be signed by the chairperson of the Commission, approved by the Village Council, and returned to the Owner for filing with the Court Recorder after all necessary certifications are received.

Recommendation

Staff recommends that the Planning Commission adopt a motion to approve the Final Record Plat of Riverside Phase 3 and authorize Chairman Zucco to sign the Mylar.

Attachments

Final Record Plat

Planning Commission Application

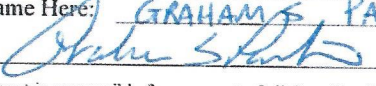
VILLAGE OF SOUTH LEBANON PLANNING COMMISSION APPLICATION

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 checked="" 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: Riverside Phase 3			
Type of Business/Project Description: Subdivision			
Location: Section 1 & 7, Town 4, Range 3		Size of Building:	
Current Zoning: R-3		Rezone to:	
Total Acreage: 18.2368		Acres to be Rezoned:	
Number of Employees:		Number of Fleet Vehicles:	
Current Owner of the Property		Project Contact (Architect, Engineer, Planner)	
Name: Lebanon Mason LLC		Name: Bayer Becker	
Address: 4020 Kinross Lakes, Suite 200		Address: 6900 Tylersville Road, Suite A	
City: Richfield	State: OH	City: Mason	State: OH
Zip: 44286		Zip: 45040	
Telephone: 513-404-6401	Fax:	Telephone: 513-336-6600	Fax:
Applicant(s): LEBANON MASON RESIDENTIAL, LLC			
Address: 4020 KINROSS LAKES PARKWAY, SUITE 200			
City: RICHFIELD	State: OH	Zip: 44286	
Telephone: (513) 793-2400	Fax:		
Please Print Applicant's Name Here: GRAHAM S. PARLIN, AGENT			
* 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: GRAHAM S. PARLIN, AGENT

Applicant's Signature:  Date: 11/15/18

Property Owner's Signature:  Date: 11/15/18

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	Preliminary Plats	\$150 + 0.25% of estimated infrastructure construction costs ⁽¹⁾	12 Copies ⁽⁵⁾ + 1 Copy (Ledger Paper)
Article 14	Final PUDs		
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.

VILLAGE OF SOUTH LEBANON
PLANNING COMMISSION MEETING
TUESDAY, DECEMBER 18, 2018, AT
6:00 P.M.

ADDITIONAL INFORMATION IS
AVAILABLE AT
WWW.SOUTHLEBANONOHIO.ORG