



## **BOARD OF COUNTY COMMISSIONERS**

### **WARREN COUNTY, OHIO**

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**TOM GROSSMANN**

**SHANNON JONES**

**DAVID G. YOUNG**

#### BOARD OF COUNTY COMMISSIONERS WARREN COUNTY, OHIO

MINUTES: Regular Session – April 16, 2019

The Board met in regular session pursuant to adjournment of the April 9, 2019, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the April 2, 2019, and April 9, 2019, meetings were read and approved.

- 19-0450      A resolution was adopted to accept resignation of Brittney Whitaker, Protective Services Caseworker I, within the Warren County Department of Job and Family Services, Children Services Division, effective April 19, 2019. Vote: Unanimous
- 19-0451      A resolution was adopted to designate Family and Medical Leave of Absence to Jason Faulkner within the Water and Sewer Department. Vote: Unanimous
- 19-0452      A resolution was adopted to advertise for bids for the Socialville- Foster Road Bridge #32-5.14 Rehabilitation and Retaining Wall Replacement Project. Vote: Unanimous
- 19-0453      A resolution was adopted to advertise for bids for the Lower Little Miami WWTP Sewer Maintenance Building Project. Vote: Unanimous
- 19-0454      A resolution was adopted to advertise for bids for Armco Park Fiber Optic Project. Vote: Unanimous
- 19-0455      A resolution was adopted to advertise for bids for the 2019 Resurfacing Project. Vote: Unanimous
- 19-0456      A resolution was adopted to reject bids received for the Juvenile Roof Replacement Project. Vote: Unanimous

MINUTES  
APRIL 16, 2019  
PAGE 2

- 19-0457 A resolution was adopted to enter into lease agreement with the Warren County Career Center. Vote: Unanimous
- 19-0458 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 19-0459 A resolution was adopted to amend Resolution #18-0918 to enter into a contract with Lifespan, Inc. Vote: Unanimous
- 19-0460 A resolution was adopted to authorize the President of the Board to enter into an Equipment and Scope of Services and Equipment Agreement with the Woodhull, LLC on behalf of County Court. Vote: Unanimous
- 19-0461 A resolution was adopted to approve Amendment #2 to the Engineering Contract with Strand Associates, Inc. on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 19-0462 A resolution was adopted to approve Engineering Agreement with Burgess & Niple, Inc. for the design of Lower Little Miami WWTP Improvements Project. Vote: Unanimous
- 19-0463 A resolution was adopted to approve service order renewal with Crown Castle Fiber Technologies for Ethernet Service at Lytle Tower on behalf of Warren County Telecommunications. Vote: Unanimous
- 19-0464 A resolution was adopted to approve emergency installation of inserta valve on Todd's Fork Forcemain. Vote: Unanimous
- 19-0465 A resolution was adopted to approve County Motor Vehicle Tax (CVT-367) for the City of Loveland in the amount of \$7,044.71. Vote: Unanimous
- 19-0466 A resolution was adopted to approve and authorize the President of the Board to enter into a Memorandum of Understanding on behalf of OhioMeansJobs Warren County for provision of payroll services for the TANF Youth Employment Program. Vote: Unanimous
- 19-0467 A resolution was adopted to approve and authorize the President of the Board to enter into Youth Worksite Agreements on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 19-0468 A resolution was adopted to approve record plat. Vote: Unanimous
- 19-0469 A resolution was adopted to approve cash advance from County General Fund #1101 into the COAP Grant Fund #2251. Vote: Unanimous
- 19-0470 A resolution was adopted to approve a supplemental appropriation within Engineer Fund 5590. Vote: Unanimous

- 19-0471 A resolution was adopted to approve supplemental appropriation within Motor Vehicle Permissive Tax Fund #2229. Vote: Unanimous
- 19-0472 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Fund #11011223 Common Pleas Probation. Vote: Unanimous
- 19-0473 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 19-0474 A resolution was adopted to approve appropriation adjustment within County Court Fund #2274. Vote: Unanimous
- 19-0475 A resolution was adopted to approve appropriation adjustment within Common Pleas Court Community Based Corrections Fund #2289. Vote: Unanimous
- 19-0476 A resolution was adopted to approve appropriation adjustments within the Water and Sewer Revenue Funds #5510 and #5580. Vote: Unanimous
- 19-0477 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 19-0478 A resolution was adopted to approve site plan review application of Otterbein Lebanon, LLC. Vote: Unanimous

#### DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

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#### ADMINISTRATIVE HEARING SITE PLAN REVIEW APPLICATION OF OTTERBEIN LEBANON LLC

This this Board met this 16<sup>th</sup> day of April, 2019 in the Commissioners' Meeting Room, to consider the site plan review application of Otterbein Lebanon relative to development of an RV Storage and Parking Area.

Tina Osborne, Clerk of Commissioners identified when the Site was posted with signage stating the Site would be subject to a public process and where to get additional information, along with how and when written notice of this hearing was sent to the Applicant, and all owners of property within 500 feet from the parcel lines of the Site subject of this hearing.

Commissioner Jones administered the oath to those present desiring to speak during today's hearing.

Michael Yetter, Zoning Supervisor, presented the attached PowerPoint presentation reviewing the location, property size, land use designation, current zoning, existing land use, requested use and issue for consideration.

Mr. Yetter summarized the request to tear down the existing RV storage facility east of SR 741 to make way for the first phase of the Union Village development and relocate the storage area with 4 – 12' wide storage spaces with a 2400 square foot building, along with 4 – 15' graveled outdoor RV parking area to for a temporary stay location for friends and relatives of residents of Otterbein Lebanon that would include water and electric hook up but no sewage hook ups. He also stated the request include a 3000 square foot future RV parking area.

Mr. Yetter stated the staff recommendation to approve the site plan application subject to seven conditions.

Jeff Kmet, Otterbein Lebanon, reviewed the site plan review application.

Commissioner Young questioned the proposed screening adjacent to the property owned by the State of Ohio proposed for future development. He stated his desire for additional screening from the "pole barn" type building.

Bruce McGary, Assistant Prosecutor, suggested that the Board consider striking the word "sufficient" in condition number size and require a specific type buffer.

Mr. Kmet stated he is not opposed to additional screening requirements.

There was no one present to provide additional testimony in favor of or in opposition to the site plan review application.

Commissioner Jones questioned Mr. Kmet relative to procedural matters required for the administrative hearing.

On motion, the administrative hearing was closed and the Board resolved (Resolution #19-0478) to approve the site plan review application subject to the following conditions:

1. Compliance with the standards of Union Village PUD Stage 1, Union Village PUD Stage 2, and the Warren County Rural Zoning Code.
2. An Erosion and Sediment Control Plan shall be submitted and approved by the Warren County Soil & Water Conservation District prior to earth-moving activities.
3. The proposed stormwater system, inclusive of all culverts, basins, and other devices, shall be designed and constructed in accordance with the standards and regulations of the Warren County Engineer.

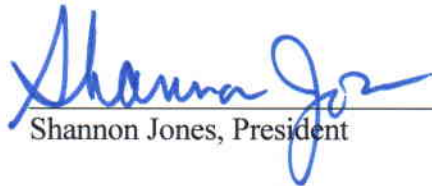
4. The installation and provision of water utilities shall be to the satisfaction of Warren County Water and Sewer.
5. The installation and provision of the sanitary sewer system shall be to the satisfaction of Butler County Sewer.
6. Landscaping and existing vegetation shall be sufficient to screen the entire site and include a minimum of five (5) evergreen trees and be installed before occupancy of the structures.
7. The applicant must contact the Ohio Department of Health's Campground Program to oversee the initial development of the project and once approved, the Warren County Health District will become the licensor for the property going forward.

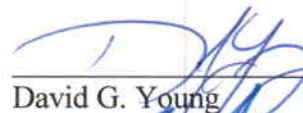
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On motion, upon unanimous call of the roll, the Board entered into executive session at 9:40 a.m. to discuss personnel matters within Human Services pursuant to Ohio Revised Code Section 121.22 (G)(1) and exited at 10:19 a.m.

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Upon motion the meeting was adjourned.

  
Shannon Jones, President

  
David G. Young

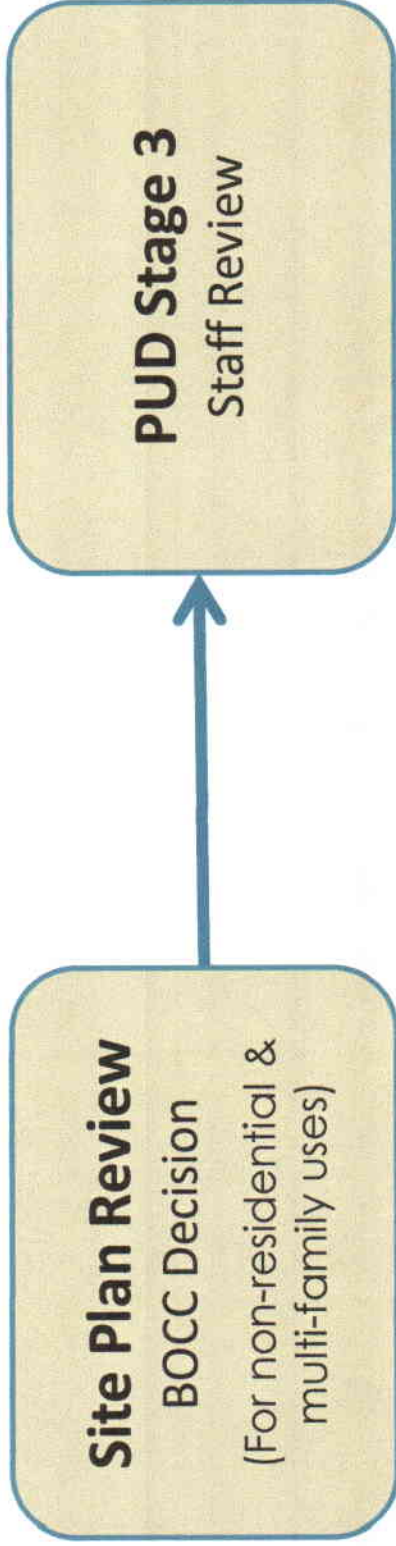
  
Tom Grossmann

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on April 16, 2019, in compliance with Section 121.22 O.R.C.

  
Tina Osborne, Clerk  
Board of County Commissioners  
Warren County, Ohio

<b>CASE #</b>	<b>101-2019 SP</b>
<b>APPLICANT/OWNER AGENT</b>	<b>OTTERBEIN HOMES, INC</b>
<b>TOWNSHIP</b>	<b>TURTLECREEK</b>
<b>PROPERTY LOCATION</b>	<b>ADDRESS 580 NORTH ROUTE 741</b>
	<b>PIN 12-30-200-004-0</b>
	<b>12-30-200-005-1</b>
<b>PROPERTY SIZE</b>	<b>1.56 ACRES (Site Size)</b>
<b>FUTURE LAND USE MAP DESIGNATION (FLUM)</b>	<b>MIXED USE NEIGHBORHOOD</b>
<b>CURRENT ZONING DISTRICT</b>	<b>UNION VILLAGE PUD</b>
<b>EXISTING LAND USE</b>	<b>AGRICULTURAL/MIXED USE</b>
<b>SITE PLAN REQUESTED</b>	<b>DEVELOPMENT OF RV STORAGE &amp; PARKING AREA</b>
<b>ISSUE FOR CONSIDERATION</b>	<b>COMPLIANCE WITH SEC. 1.303 SPR AND UNION VILLAGE PUD</b>

# Union Village PUD Site Plan Review Process



# Aerial Map

101-2019







EXISTING MAINTENANCE BUILDINGS

PROJECT LOCATION

# Zoning Map

101-2019



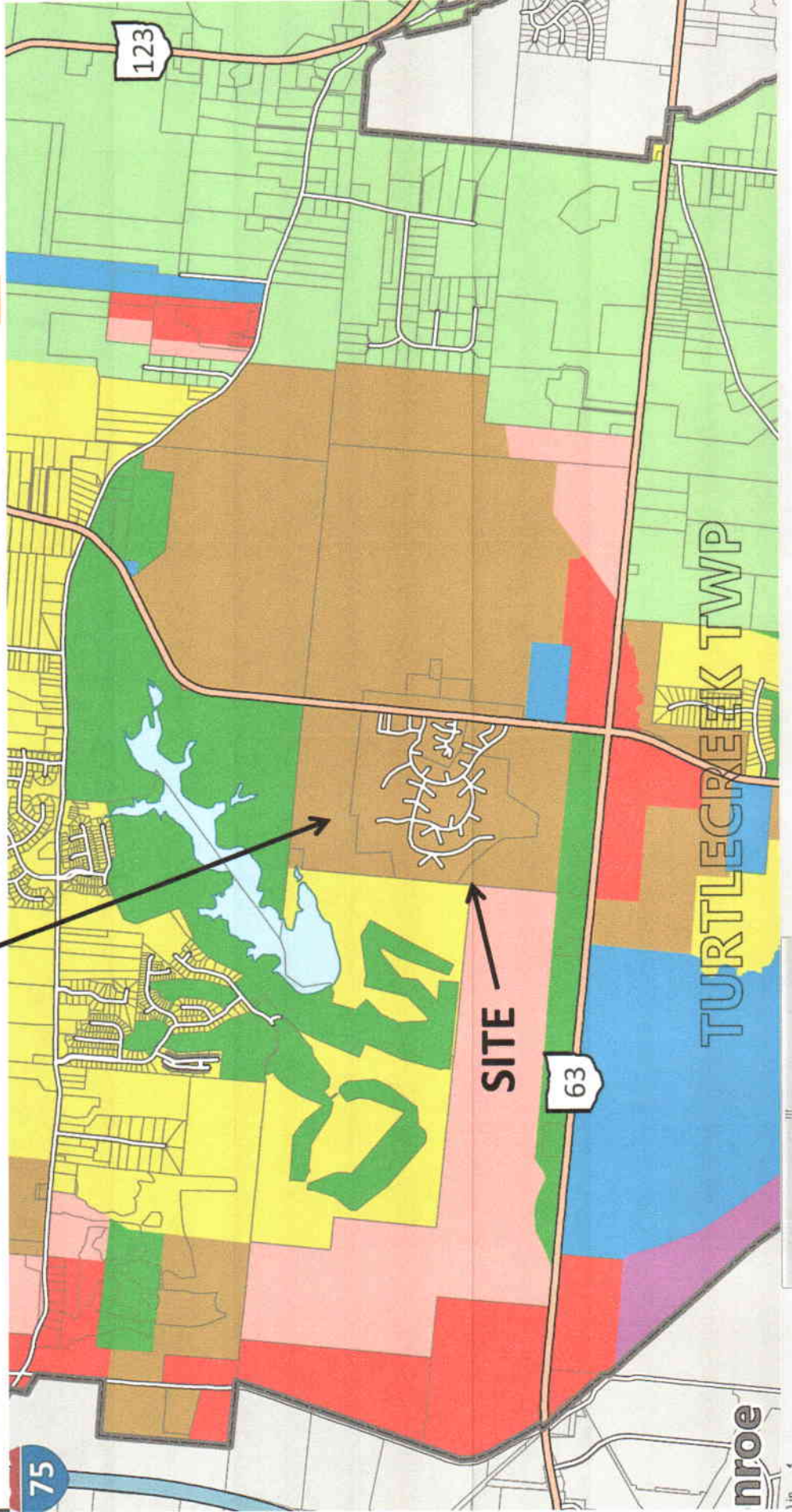
# Flood Map

101-2019



# Legend

- County Boundaries
- Political Subdivisions
- Parcels
- Lakes and Rivers
- Municipalities
- Future Land Uses
  - Agricultural-Rural Residential
  - Commercial
  - Industrial
  - Mixed-Use Neighborhood
  - Multi-Family Residential
  - Office
  - Protection Area
- Public-Semi-Public
- Parks and Recreational-Open Space
- Single Family Residential
- Deerfield Township Character Areas
  - Low Density Rural Neighborhoods
  - Medium Density Rural Neighborhoods
  - Neighborhood Mixed Use
  - Neighborhoods
- Clearcreek Township Additional Uses
  - Office Park
  - Regional Highway Commercial
  - Town Center Mixed Use
  - Township Residential
  - Township Residential
  - Rural Residential
  - Single Family Residential
- Hamilton Township Additional Uses
  - Rural Residential
  - Single Family Residential
- Wayne Township Additional Uses
  - Mixed Use Commercial/Industrial
  - Mixed Use Residential
- Union Township Additional Uses
  - Low Density Residential
- Salem Township Additional Uses
  - Mixed Use Light Industrial/Office
  - Mixed Use



# Comprehensive Plan-Land Use Element

Before November  
... in the com  
... should the site  
... the SDS  
... the plan of record



EXISTING MAINTENANCE  
BUILDINGS

PROJECT LOCATION

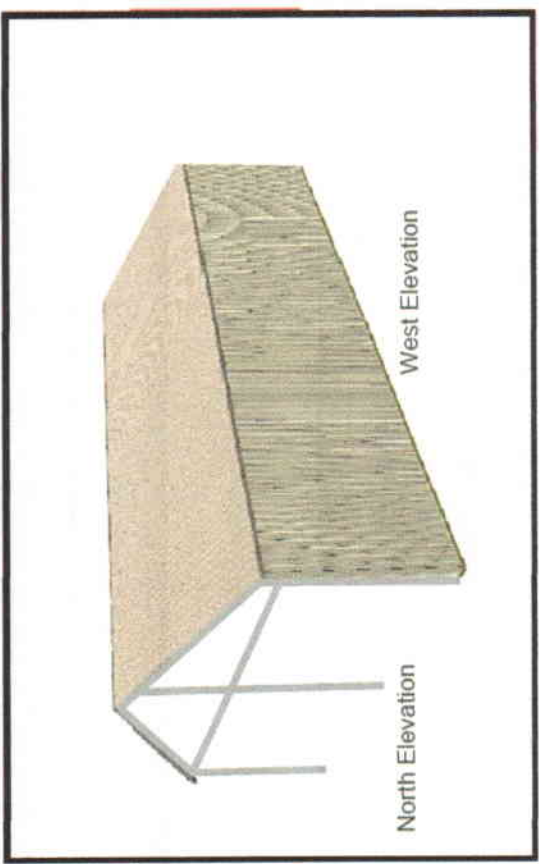
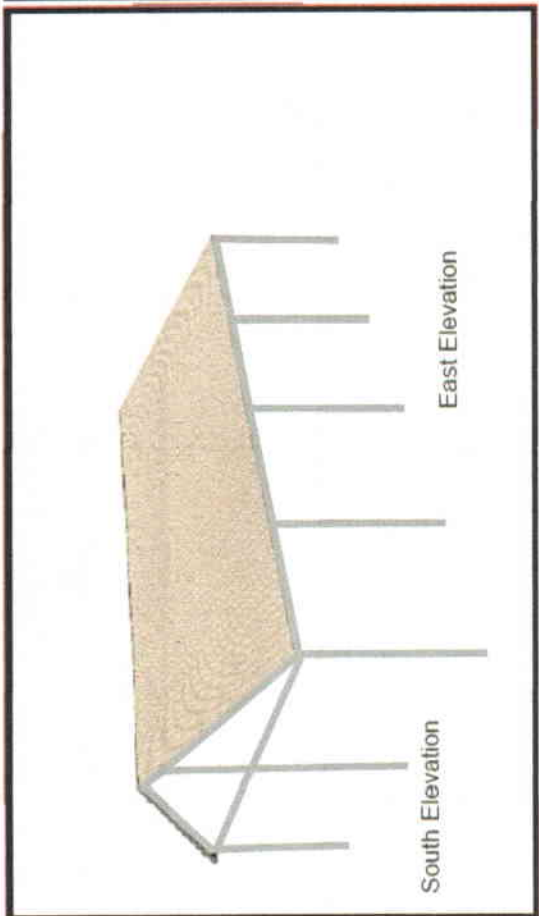


# UNION VILLAGE PUD REGULATION PLAN - ZONING MAP

1"=2000 FT



**Building 1 (48' Long x 50' Wide x 14' eave height)**



Qty 8 (1 per stall)



GE >

RV Pad Mount Pedestal with 100 Amp  
120/240-Volt Panel with 50, 30 and 20 Amp  
GFCI Receptacle

- Lockable
- Single, heavy-gauge NEMA 3R rainproof enclosure
- Factory-assembled and Factory-tested

Qty 4 (1 per corner)



Exclusive

**Defiant 180 Degree Black**  
Motion Activated Outdoor Integrated  
LED Twin Head Flood Light

Qty 4 (1 per interior stall)

LED 4-foot Linear Strip Light | E-LD4  
Series | White





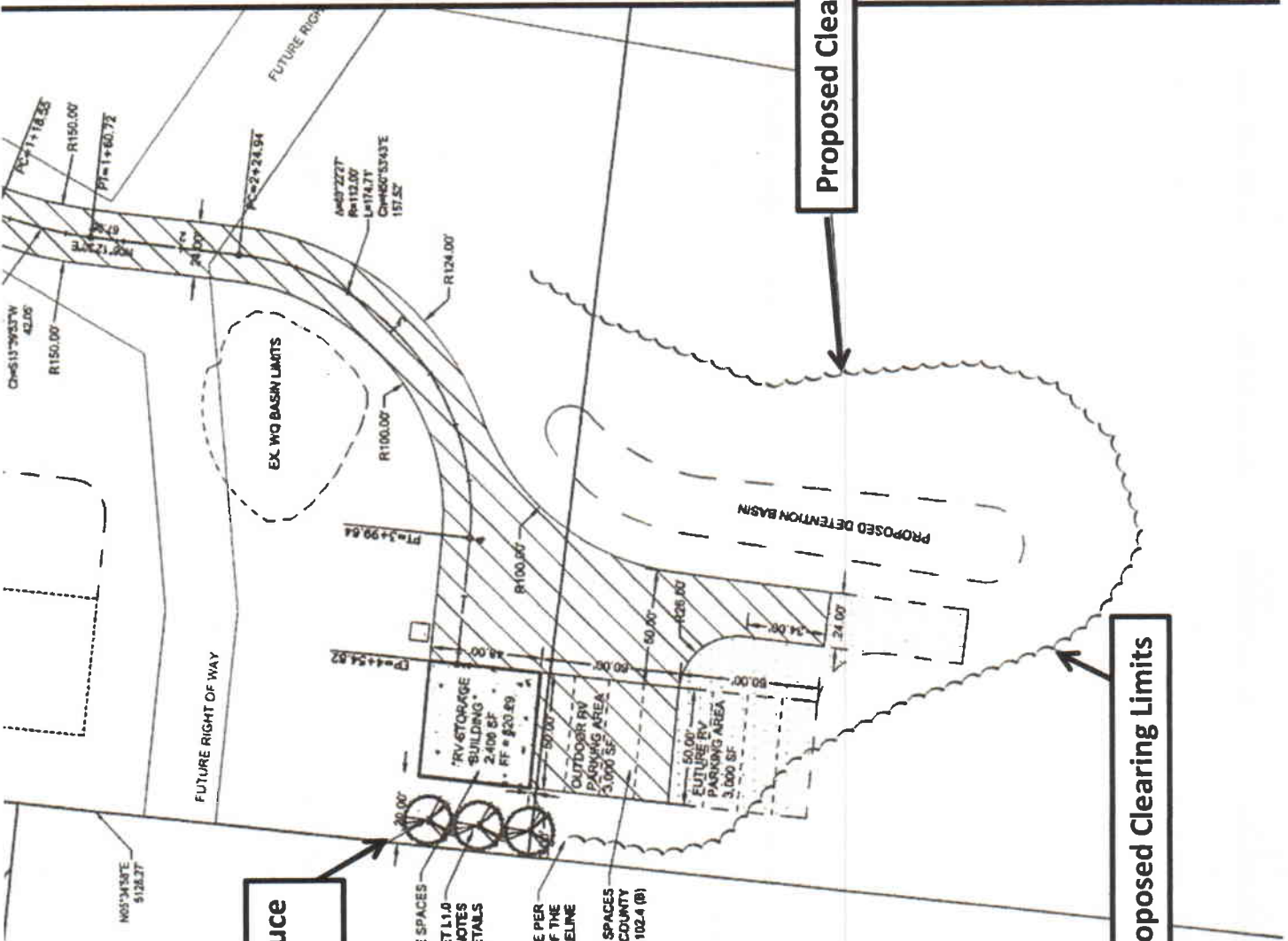
**Note: Electric and water hook up is available, sewer connection will not be provided**



**4 - 12' Wide RV Storage Spaces  
2400 Sq. Ft. Building**

**4 - 15' Wide Parking Spaces  
3000 Sq. Ft. Outdoor  
RV Parking Area**

**3000 Sq. Ft. Future  
RV Parking Area**



Proposed Clearing Limits

Proposed Clearing Limits

**Serbian Spruce**  
**5' Ht. B&B**

12-36-300-003  
 STATE OF OHIO  
 1668.81 AC  
 ZONE: MAX-C

4 1/2" WIDE RV STORAGE SPACES  
 SEE SHEET 11.0  
 FOR LANDSCAPE NOTES  
 AND DETAILS

PROVIDE ONE (1) TREE PER  
 20' FROM THE EDGE OF THE  
 PROPOSED TREELINE

4 15' WIDE RV PARKING SPACES  
 MAX 7 DAY TEMPORARY STAY PER WARREN COUNTY  
 RURAL ZONING CODE SECTION 3 102.4 (B)

## SUMMARY OF APPLICATION:

The existing RV storage facility east of SR 741 will be torn down to make way for the first phase of the Union Village development. The RV storage use is permitted within the Parks (PK) area in anticipation of this relocation, according to Minor Modifications Criterion #8 approved as part of PUD Stage 2. The relocation will include the following:

**Continued:**

- **4 -12' Wide RV Storage Spaces 2400 Sq. Ft. Building**
- **4 -15' Wide Parking Spaces, 3000 Sq. Ft. Graveled Outdoor RV Parking Area Including Temporary Stay With Water And Electric Hook Ups (Standards Next Slide)**
- **3000 Sq. Ft. Future RV Parking Area**

## Section 3.102.4(B) (2) (a)

(2) Recreational vehicles for the purpose of habitation are subject to the following:

(a) The use is prohibited in all residential districts, except for the purpose of providing temporary visits for a period lasting not more than seven (7) days and exceeding two (2) times in twelve (12) months.

(b) May be used in accordance with Section 3.204.2(B) (1-3) Construction Related Activities.

## REVIEWING DEPARTMENTS :

Site Plans were circulated to the Warren County Engineer, Warren County Water & Sewer, Warren County Soil & Water Conservation District, Warren County Regional Planning Commission, Turtlecreek Township Trustees and Fire Department, Warren County Combined Health District, Ohio Department of Transportation and Warren County Sheriff

**ZONING INSPECTORS REVIEW  
OF THE W. C. CODE STANDARDS :**

1. Compliance with the Warren County Rural Zoning Code Standards and for Site Plan Review Section 1.303.
2. Compliance with Union Village PUD Zoning Code.

# Site Plan Review 1.303

**1.303.6 Review Criteria:** The site plan review is conducted to determine anticipated impacts on the public health and safety, as well as the public convenience, comfort, prosperity, or general welfare, as applicable. Factors to be considered include those in Section 1.303.1, and the following additional criteria:

- (A) Adequacy of Information and Compliance with Zoning Code:
- (B) Design Layout Sufficiency and Sensitivity:
- (C) Design Character, Operational Compatibility, and Coordination:
- (D) Preservation of Significant Features:
- (E) Pedestrian Access and Circulation:
- (F) Vehicular Access and Circulation Streets:
- (G) Parking and Loading:
- (H) Landscaping and Screening:
- (I) Exterior Lighting:
- (J) Signage:
- (K) Public Service Impact:
- (L) Stormwater Drainage Stormwater Management Plan:
- (M) Soil Erosion and Sediment Control:
- (N) Emergency Access and Service Facilities and Public Safety:
- (O) Building Design:
- (P) Compliance with Public Health and Safety:



## **Staff Recommendations**

- 1. Compliance with the standards of Union Village PUD Stage 1, Union Village PUD Stage 2, and the Warren County Rural Zoning Code.**
- 2. An Erosion and Sediment Control Plan shall be submitted and approved by the Warren County Soil & Water Conservation District prior to earth-moving activities.**
- 3. The proposed stormwater system, inclusive of all culverts, basins, and other devices, shall be designed and constructed in accordance with the standards and regulations of the Warren County Engineer.**
- 4. The installation and provision of water utilities shall be to the satisfaction of Warren County Water and Sewer.**
- 5. The installation and provision of the sanitary sewer system shall be to the satisfaction of Butler County Sewer.**

6. Landscaping and existing vegetation shall be sufficient to screen the entire site or as shown on the site plan and shall be installed before occupancy of the structures.

7. The applicant must contact the Ohio Department of Health's Campground Program to oversee the initial development of the project and once approved, the Warren County Health District will become the licensor for the property going forward.