

City of Springboro
320 West Central Avenue, Springboro, OH 45066

Planning Commission Regular Meeting
Wednesday, September 30, 2009, 7:00 p.m.

I. Call to Order and Roll Call

Chairperson Marie Belpulsi called the Springboro Planning Commission Regular Meeting to order at the Springboro Municipal Building, Council Chambers, 320 West Central Avenue, Springboro, Ohio. Ms. Belpulsi welcomed Planning Commission to the first meeting in the new City building. Ms. Belpulsi asked the Secretary to call the roll.

Present: Marie Belpulsi, Chairperson; Jim Chmiel; Hans Landefeld; Chris Papakirk; Janie Ridd;
Becky Hartle
Absent: Barb Gibson

Staff Present: Chris Thompson, City Manager; Dan Boron, Planning Consultant; Raj Sharma, City Engineer; Elmer Dudas, Assistant City Engineer, Lois Boytim, Planning Commission Secretary

Ms. Belpulsi asked Planning Commission for a motion to excuse Barb Gibson.

Ms. Ridd motioned to excuse Ms. Gibson. Mr. Landefeld seconded the motion.

Vote: Hartle, Papakirk, Ridd, Belpulsi, Chmiel, Landefeld; all yes

II. Approval of Minutes

A. August 26, 2009 Planning Commission Meeting

Ms. Belpulsi asked Planning Commission for corrections or additions to the minutes. There were none.

Ms. Ridd motioned to approve the August 30, 2009 Meeting minutes as submitted. Ms. Hartle seconded the motion.

Vote: Papakirk, Ridd, Belpulsi, Chmiel, Hartle; all yes, Landefeld; abstain

III. Agenda Items

A. Site Plan Review, 620 North Main Street, proposed office building

Background Information

This agenda item is in request filed on behalf of Ralph E. Wade Insurance Agency, business owner, to construct a 7,200-square foot office building on North Main Street (SR 741). The property is located southeast of the intersection of North Main Street and Lytle-Five Points Road and is

situated between Vanguard Imaging (630 North Main Street) and Kentwood Mortgage (610 North Main Street). While legal frontage to the property is to North Main Street, vehicular access is by way of a shared access driveway south of the Kentwood Mortgage building.

This agenda item was discussed at the August 12th Planning Commission Work Session.

Existing zoning for the site is O-R, Office-Residential District, which permits the proposed use. Adjacent zoning to the north, east and south is also O-R District. Land to the west, on the west side of North Main Street, is (T)R-1, Clearcreek Township Rural Residence District.

The site is currently undeveloped. Office uses are located immediately to the north and south. Undeveloped land is located to the east; a farm is located to the west on the west side of North Main Street.

Staff Comments

1. Site plan indicates the addition of nine (9) parking spaces proposed for Kentwood Mortgage property to the south. Based on the size of the building the proposal exceeds the maximum number of parking spaces permitted under Section 1271.04 of the Planning & Zoning Code by 200 percent (15 maximum permitted, 30 provided). However if a shared parking arrangement has been established between the two properties, no more than four (4) parking spaces will need to be eliminated on the Kentwood property to meet the provisions of Section 1271.04.
2. Aluminum cladding not permitted for columns per Section 1271.03, Exterior Façade Design Standards, of the of the Planning & Zoning Code. Brick, natural stone, wood or Hardiplank/Hardiboard is permitted in this application.
3. For proposed exterior lighting plan, per Section 1271.02, Exterior Lighting, of the Planning & Zoning Code need to be addressed:
 - a. Lighting levels in parking area on east side of property exceed 6.0 foot-candle maximum.
 - b. Lighting levels in proposed for the rear of the existing Kentwood Mortgage building exceeds the 6.0 foot-candle maximum.
 - c. Proposed wall-mounted lighting need to be full-shielded.
 - d. Revise "Calculation Summary" avg/min and max/min to reflect actual lighting levels and compliance with ordinance. Please contact Dan Boron, Planning Consultant, at (937) 748-6183 for more information.
 - e. Please note that any proposed architectural and canopy lighting to comply with the provisions of Section 1271.02 of the Planning and Zoning Code including lighting intensity maximums, shielding provisions and high-pressure sodium provisions.
4. Please contact Dan Fitzpatrick, Zoning Inspector, at danf@cityofspringboro.com or (937) 748-9791, for information regarding Sign Code requirements.
5. Provide two (2) copies of color rendition of proposed building elevations.
6. Indicate proposed plans for dumpster enclosure, materials, closure, etc.
7. Pertaining to the proposed landscaping plan, provide in tabular form a summary of number of proposed materials by name, quantity and size.
8. Pertaining to Site Plan received on 09/11/09 at the City of Springboro, eliminate reference to "by others" in reference to curbing on east side of proposed parking areas.
9. Following completion of project, provide the City of Springboro with an as-built drawing. Please contact the Engineering Department for submission requirements at (937) 748-4365.
10. Provide a 35' Public Access Easement along North Main Street per Section 1280.08 of the Planning & Zoning Code. This area cannot be used for off-street parking purposes.

11. The western parking lot along S.R. 741 does not meet the parking standards as outlined in Section 1271.04 of the Planning & Zoning Code. The minimum aisle width for 60 degree parking is 18', with a stall length of 20' perpendicular to the aisle.
12. The grate elevation for the CB-2, 866.42, (in detention basin) should be lower than the emergency overflow elevation of 866.00.
13. The detention basin outlet detail does not match the CB-2 details.
14. Revise the scale of the drawing to read correctly or replot the drawing at the correct scale (1"=20').
15. Change CB-5 to be an ODOT 2-2B.
16. Verify the invert elevation of the 12" storm sewer at HW-1.
17. Provide the invert elevations for the sanitary sewer lateral.
18. Provide a curb box for the 1" water service lateral at the main line.

Ed Wade of Wade Insurance and Ruth Campbell of WYCO Consulting were in attendance to answer questions of Planning Commission.

Ms. Belpulsi asked Mr. Wade and Ms. Campbell whether they had any questions about the staff comments.

Mr. Wade reviewed the comments. The parking and lighting have been changed to reflect the staff comments. He asked that the dumpster location be changed. They do not have much trash and would be using rolling bins. He asked that the location be changed from the northeast corner to the southeast corner of the property.

Staff agreed to work with Mr. Wade on the change.

Ms. Campbell commented that the landscape plan would be presented to staff and the drainage related questions have been addressed.

Ms. Belpulsi asked whether the Planning Commission or staff had any questions.

There were none.

Ms. Ridd motioned to approve the Site Plan for 620 North Main Street, proposed office building with the condition that staff comments are met, the move of the dumpster is approved by staff and the landscape plan is approved. Ms. Hartle seconded the motion.

Vote: Papakirk, Ridd, Belpulsi, Chmiel, Landefeld, Hartle; all yes

- B. Town Center Overlay District Review, Certificate of Substantial Compliance, 60 East North Street, First United Methodist Church, ground sign

This agenda item is a request from Don Stiens, representing First United Methodist Church, property owner, to install a replacement ground sign on the North Main Street side of the church property at 60 East North Street.

As indicated in the application and support information, the applicant proposes to install a 30-square foot ground-mounted, non-illuminated sign on the North Main Street (SR 73) side of the church property the sign would replace a ground sign located in the same area.

The signs have been approved by Dan Fitzpatrick, Zoning Inspector, for compliance with the Sign Code of the City of Springboro.

The property at 75 West Eleanor Drive is located in the Town Center Overlay District. As such a finding of substantial compliance from both the Architectural Review Board and Planning Commission are required. The proposed ground signs were approved by the Springboro Architectural Review Board at its September 14, 2009 meeting.

Staff Comments:

No comments from staff at this time.

Don Steins of the Board of Trustees of First Methodist Church was in attendance to answer questions of Planning Commission.

Mr. Steins explained that the sign would be replacing an existing ground sign and would duplicate the wall sign on the church building.

Ms. Belpulsi asked whether there were any questions of Planning Commission. She commented that the sign has been approved by the Architectural Review Board.

Ms. Ridd asked about the wall sign that Mr. Steins mentioned.

Mr. Boron explained that the ground sign is in the historic district and is required to be approved by the Architectural Review Board and the Planning Commission. The wall sign has been approved by the City sign inspector. He added that the signs match and present an overall theme in keeping with the town center overlay requirements.

Ms. Ridd motioned to approve the sign at 60 East North Street, First United Methodist Church. Mr. Chmiel seconded the motion.

Vote: Landefeld, Hartle, Papakirk, Ridd, Belpulsi, Chmiel; all yes

IV. Guest Comments

There were no guest comments.

V. Planning Commission and Staff Comments

Mr. Landefeld gave Planning Commission copies of New Urban News and an article from the Wall Street Journal on "Making Suburbia More Livable" for the planning commission member's information.

Mr. Boron informed the Planning Commission that the 2009 Planning and Zoning Workshop would be held Friday December 4th and more information will be forthcoming. Also a Going Places Phase II workshop will be held at the Franklin Fire Department Training Room, October 20th at 6:00 pm.

VI. Adjournment

Ms. Belpulsi thanked staff for all of their work in getting the new City building complete.

Ms. Ridd motioned to adjourn the September 30, 2009 meeting. Mr. Landefeld seconded the motion.

Vote: Hartle, Papakirk, Ridd, Belpulsi, Chmiel, Landefeld; all yes

Ms. Belpulsi adjourned the meeting at 7:14 P.M.

Marie Belpulsi, Planning Commission Chairperson

Dan Boron, Planning Consultant

Lois Boytim, Planning Commission Secretary