

City of Springboro
320 West Central Avenue, Springboro, Ohio 45066
Planning Commission Work Session
Wednesday, April 11, 2018, 6:00 p.m.

I. Call to Order

Chairperson Becky Iverson called the Springboro Planning Commission Work Session to order at 6:00 p.m. at the Springboro Municipal Building, Council Chambers, 320 West Central Avenue, Springboro, Ohio.

Present: Becky Iverson, Stephen Harding, Becky Hartle, Robert Dimmitt. Absent: Chris Pearson, Jack Hanson, John Sillies

Staff: Dan Boron, Planning Consultant; Chad Dixon, City Engineer; Amy Brown, Planning Commission Secretary

II. Agenda Items

A. Site Plan Review
15 West Mill Street, church annex building

Background Information

This agenda item is an application for site plan review approval filed by Todd Yoby, Studi:yo-B Architects, West Chester, representing Springboro United Church of Christ, to construct a 4,054-square foot building at 15 West Mill Street. The site is located immediately to the west of the Springboro Unit Church of Christ's sanctuary and was the location of the church parsonage, a structure that was demolished in early 2018.

The property has frontage and access from West Mill Street and is served by two access drives that serve a parking area for the church. A vicinity aerial map is included in the meeting materials.

The subject property is zoned R-2, Low-Density Residential District, a zoning designation that permits the proposed church structure, schools, bed and breakfasts, cultural and public uses, as well as single-family residential development at the rate of 4 dwelling units per acre.

As indicated in the submitted materials Springboro United Church of Christ proposes to construct a 4,054-square foot annex building on the site of the demolished parsonage. The building will include meeting rooms, a kitchen, restrooms and a storage area for church functions. The existing parking area and access drives will remain unchanged under the proposal.

Adjacent land uses include single-family residential development to the north and west for lots fronting West Mill Street. To the northeast is a residence and business located at 545 South Main Street (on the north side of West Mill Street) and to the east is the sanctuary of Springboro United Church of Christ. To the south is Springboro Intermediate School. The

property at 545 South Main Street, the Springboro United Church of Christ, and Springboro Intermediate School are all located in the Old Springboro Historic Preservation District, a locally-and federally-designated historic district that is managed cooperatively on a federal-state-local basis by the City through the Springboro Architectural Review Board. While the property at 15 West Mill Street is owned by Springboro United Church of Christ the property is not located in the historic district.

Adjacent zoning includes R-2, Low-Density Residential District to the north, south and west. To the northeast and east property is zoning CBD, Central Business District, a zoning district that permits a mix of retail, residential, public and semi-public uses including churches. An excerpt of the City of Springboro zoning map is included in the meeting materials for reference purposes.

Formal approval of this site plan review case may take place at a regular business meeting following review at a work session. That may take place as soon as the May 30th Planning Commission meeting. No City Council review is required.

Staff Comments

City staff identified the following comments for this agenda item at this time:

1. Provide a graphic scale on all sheets.
2. For architectural plans on sheets A.05 and A.06, re-label elevations as follows:
 - a. For sheet A.05, top: South Elevation, bottom: North Elevation (Mill Street frontage).
 - b. For sheet A.06, top: West Elevation, bottom: East Elevation.
3. Provide a color rendition of proposed building at April 11th Planning Commission work session as well as material samples.
4. A landscaping plan will need to be provided as part of the proposed development in accordance with Chapter 1280, Landscaping, of the Planning & Zoning Code. That plan will need to address the following:
 - a. Natural Vegetation Preservation. Existing site vegetation greater than 4 inches diameter at breast height that is to be retained on the site may count for landscaping and buffering requirements for the property buffers, parking lot and site. Indicate trees on the landscaping plan when formal approval takes place including diameter at breast height.
 - b. Roadway Landscaping. Provide landscaping along West Mill Street at the rate of 1 shade or evergreen tree per 40 feet of right-of-way frontage, 1 ornamental tree per 100 feet of right-of-way frontage and 1 shrub per 5 feet of right-of-way frontage.
5. If architectural lighting is proposed for the proposed building it will need to comply with Chapter 1273, exterior lighting, of the Planning & Zoning Code. Likewise for any changes to the site lighting fixtures.
6. Any signage to comply with Chapter 1281, signage, of the Planning & Zoning Code. Contact City staff regarding this topic at a later date.
7. Provide a record plan that consolidates the subject property and the adjoining church lot (5 West Mill Street) into a single lot and dedicates right-of-way on South Main Street/SR 741.
8. Provide detention calculations based on City of Springboro standards.
9. Staff reserves the opportunity to review/comment on any changes made to site plan to utilities, parking lots, etc.
10. The Clearcreek Fire District has no comments at this time.

Discussion:

Todd Yoby, with Studi:yo-B Architects, Doug Gabriel, member of the building and grounds committee for the church, and Terry Carlisle, Pastor for Springboro United Church of Christ, were present to answer questions and discuss the project.

Ms. Iverson stated that Planning Commission received the packet regarding the project, and asked Mr. Boron to summarize the project.

Mr. Boron said that the packet provided everyone with a couple of graphics from a land use and zoning perspective, and said that the site and the historic church property is located on the corner of West Mill and South Main. He said the zoning map shows zoning in the area around the property; the property itself is zoned R-2, Low Density Residential District. He said that the parsonage and the church is permitted on that site which is also in the CBD, Central Business District. The subject property is not in the historic district. He clarified that the church building is a contributing structure to the historic district, as is the intermediate school and most properties on South Main Street. He said this item does not have to go through Architectural Review Board.

He said the plan meets all setback and height requirements within the R-2 district. He said that the City had a handful of comments, and among them is the consolidation of the properties into one. He said that addresses an issue we had with the building that transcends a property line, which was grandfathered in. He said the City is also asking for the dedication of right of way on South Main Street, but that is something that doesn't need to be addressed now. He said that could be addressed at the formal approval of the plan at a later date when Planning Commission chooses to do so.

Ms. Iverson asked if the applicant had any questions about the comments that were provided.

Mr. Yoby asked if Mr. Gabriel would like to address the landscape buffering and the existing adjacent property line.

Mr. Gabriel said that he understands there are some requirements as far as trees on the property, and he is not familiar with what the requirement is. He said based on the property lines as he understands them from the map, there are 10 trees on that property. He said that he doesn't know how that relates to what the requirements are and if that means they have to do any adding of trees or not.

Mr. Boron said that the focus is on the West Mill Street frontage because so much of the site is existing, and the parking lot is not being changed, and most of the landscaping is not being changed. He said the City is looking at the frontage alone, just on the area that is not covered by a driveway, which is relatively small. He said that not knowing how much is going to be remaining, they are looking at that screening, and if anything is to be removed. He said that when anything on the entire site is not being changed, it's really not subject to review for the site plan, just this area of the building.

Mr. Gabriel said that the three large trees that are very close to the current building are all going down, but all the remaining trees are on the periphery of the property, and will be staying there. He said they plan to landscape the building, but they don't have anything showing in the drawings at this point. He said there is a member of the church who has a nursery business, and he plans on addressing that issue, so if there are specific requirements, they need to know what those are.

Mr. Boron said he thought the calculation was in there, and if not, he would coordinate with the applicant. He said the requirement is 1 per 40 feet on the frontage, for a shade tree or evergreen. He said he would recommend shade trees so it doesn't hide the new building.

Mr. Yoby confirmed that they would have the opportunity to submit that prior to next month's meeting.

Ms. Iverson said yes, and the Planning Commission would look at that before final approval.

Mr. Boron said that wasn't required for tonight's meeting, but these would be conditions of approval, if Planning Commission feels comfortable moving ahead on the approval. He said he knows they want to get ahead on the building because they are on a tight deadline.

Mr. Yoby said yes, they are working with the Warren County Career Center on the construction of this project, and the ideal scenario would be to get a preliminary go-ahead on this, so that they could move forward. He said they hope to obtain a footing and foundation permit for the project because their goal is to try and get that done before the school year.

Ms. Iverson asked Mr. Boron if it would be too quick to approve this at the end of this month.

Mr. Boron said that would be too quick and that's why the footer/foundation approval came up in discussions.

Mr. Harding said that Planning Commission could go ahead and recommend for staff to work with them to go ahead and get the footers.

Mr. Boron said yes, and there are more details that we need to figure out. He said there is the storm water calculations which need to be figured out with engineering staff, and those issues can be worked out while they are doing the footer/foundations, so they don't lose any time. He said the building department would be notified in order to keep the project moving forward.

Ms. Iverson asked if there were any questions or comments from Planning Commission members.

Mr. Harding said that he knew where the parsonage was, and they are obviously removing one structure and putting a newer, nicer structure back in the same spot. He said he didn't see much of an issue as long as the regular staff comments are followed.

Ms. Hartle said that it is a nice improvement.

Mr. Dimmitt confirmed that they wanted to combine the properties into one property.

Mr. Boron replied that City staff is asking for those properties to be combined.

Mr. Dimmitt asked if that is done, would it be putting it into the historic district.

Mr. Boron said no, it doesn't, and the zoning district doesn't change either.

Ms. Iverson said that Planning Commission needs to verbally agree that we want them to go ahead in working with staff on the footers and if we want to move this to the May 30th meeting for approval.

Mr. Harding said that we wouldn't make approvals tonight, it would be just a recommendation.

Mr. Boron said that an authorization would work if there were no objections, and it meets all the setbacks which is the main thing on the footer/foundation.

There was a consensus among Planning Commission members to authorize them to move forward with the footer/foundation plans.

Mr. Boron said the applicant could apply for a footer/foundation permit as soon as tomorrow with the building department. He said the applicant could be looking at preparing plans for Planning Commission for approval on May 30th, and it would be full approval with all the conditions.

Mr. Yoby asked what the deadline was to get everything submitted.

Mr. Boron said that Friday, May 11th is the deadline for the meeting on May 30th, and they would need the same format, with 6 hard copies, and the rest in digital format.

Ms. Iverson confirmed that the applicant does not need City Council approval.

Mr. Boron said right, but the record plan actually might, because of the dedication of right of way. He said that usually on old streets like this, the right of way was in the easement, and now we're asking for the right of way. He said it will lower the tax burden in most cases, so for the property we'll ask for half of the right of way, like we have on the other side of the street.

III. Guest Comments

There were no guest comments.

V. Planning Commission and Staff Comments

Ms. Iverson asked if there was anything slated for the April 25th meeting.

Mr. Boron said he would have to let the members know, and he would know by Friday, May 18th.

Mr. Harding added that he would be out of town on April 25th.

VI. Adjournment

Ms. Iverson adjourned the Wednesday, April 11, 2018 Planning Commission Work Session at 6:13 p.m.



Becky Iverson, Planning Commission Chairperson



Dan Boron, Planning Consultant



Amy Brown, Planning Commission Secretary