

City of Springboro
320 West Central Avenue, Springboro, Ohio 45066
Planning Commission Meeting
Wednesday, June 14, 2023

I. Call to Order

Chair Becky Iverson called the Springboro Planning Commission Meeting to order at 6:00 pm at the Springboro Municipal Building, Council Chambers, 320 West Central Avenue, Springboro, Ohio.

Present: Becky Iverson, Chair, Chris Pearson, Vice Chair, John Sillies, and Mike Thompson

Staff Present: Dan Boron, City Planner; Elmer Dudas, Development Director; Chad Dixon, City Engineer; and Ann Burns, Planning Commission Secretary.

Mr. Pearson motioned to excuse Mr. Dimmitt, Mr. Harding and Mr. Leedy. Mr. Sillies seconded the motion.

Vote: Iverson, yes; Pearson, yes; Sillies, yes; Thompson, yes (4-0)

II. Approval of Minutes

A. May 10, 2023 Planning Commission Minutes

Ms. Iverson asked for corrections or additions to the minutes. There were none.

Mr. Sillies motioned to approve the May 10, 2023 Planning Commission minutes. Mr. Thompson seconded the motion.

Vote: Iverson, yes; Pearson, yes; Sillies, yes; Thompson, yes (4-0)

III. Agenda Items

A. Final Approval

Final Development Plan, 465 West Factory Road, Hills-Swope property of Wadestone subdivision, residential subdivision

Background Information

This agenda item is based on a request submitted by Grand Communities, LLC, Erlanger, Kentucky, seeking final approval of a final development plan for the Swope-Hills property portion of the proposed Wadestone subdivision located at 465 West Factory Road. The Swope-Hills property is a 28.7-acre site located that has frontage on West Factory Road. The naming of this property is to help in the explanation of the review and approval process only; the name is derived from the two former owners, the Swope family and Hills Development. The property is zoned PUD-R, Planned Unit Development-Residential. A revised general plan for the property was approved at the February 8th Planning Commission meeting. Final development plan is the second step of the three-step PUD approval process.

While related, the other portion of the Wadestone subdivision, the Wade-Wray property located at 2515 West Factory Road, is not under review at this time. That property is zoned R-1, Low-Density Residential District, and no final development plan review is involved with R-1 District or other conventionally-zoned developments. Following final development plan review and approval of the Swope-Hills portion of the Wadestone subdivision, Planning Commission review of the record plan for both the Swope-Hills and Wade-Wray properties will move forward including the platting of lots and the dedication of rights-of-way and common areas. Approval of both record plans is required to provide secondary access to each development as required under the City's Planning and Zoning Code.

Adjacent uses include single-family residential to the north in the Royal Oaks, Spring Park, and Sawgrass Pointe subdivisions, to the east residential dwellings fronting West Factory Road as well as the Springboro Cemetery, the latter in Clearcreek Township, farmland and undeveloped land to the south also in Clearcreek Township, and to the west the developing Wade-Wray property. Zoning in the vicinity includes R-2, Low-Density Residential District to the north and east in the City of Springboro including Royal Oaks/Spring Park/Sawgrass Pointe. In Clearcreek Township, R-1, Rural Resident District, to the east, SR-1, Suburban Residence District, to the south and southeast, and R-1 District to the west.

This item was reviewed on a preliminary basis at the May 10th Planning Commission meeting at which time the Planning Commission authorized this item to be placed on a future agenda for formal action. Courtesy notification letters were sent out to all property owners within 300 feet of the subject properties the week prior to the Planning Commission's general plan review that started at the October 12th Planning Commission meeting.

Staff Recommendation

City staff recommends approval of the final development plan for the Swope-Hills property of the Wadestone subdivision, 465 West Factory Road conditioned on the following comments:

1. No more than 19 lots may be platted in this subdivision without the benefit of a second access to a public right-of-way in the adjacent Wade-Wray property located at 2515 West Factory Road.
2. Applicant to review Section 1264.06, Development Standards for Specific Uses, Single-Family Dwellings (Detached) for compliance of some of the home plans with (b) Appearance, and (c) Garages with respect to 60% maximum width and side/rear access.
3. Developer to provide landscaping plan consistent with Chapter 1280, Landscaping. Existing landscaping to be retained greater than 4 inches DBH may be credited against Chapter 1280 requirements.
4. Development is not permitted in the Floodway.
5. Engineering comments are reserved until such time when designed improvements are completed on construction drawings, including but not limited to: easements, water, sanitary, storm sewer, detention basin, and bridge design.
6. Insert Clearcreek Fire District comments here.

Discussion:

Mr. Robert Hayes of Fischer Homes/Grand Communities was present to discuss their application for final development of 465 West Factory Road.

Ms. Iverson asked Mr. Hayes if he had any questions regarding the staff comments.

Mr. Hayes replied that he did not have any questions.

Mr. Boron gave a brief synopsis of the history of this property. The final development plan submitted is for the Swope-Hills portion of this subdivision. Because this property is a PUD, this final administrative review step is required. This is for this portion only of the Wadestone development; the remainder of the property is zoned conventionally and will continue through the normal construction plan review process.

Ms. Iverson asked the Planning Commission if they had any questions.

Mr. Sillies asked what the next steps would be in this process.

Mr. Boron replied that the next item which will come before the Planning Commission will be the record plan for both the Swope Hills and the Wade Wray sections of the development. This will be to record the lots, common areas, and right-of-ways for both parcels of the subdivision. The Engineering Department is currently reviewing the construction plans. Planning Commission members will see the record plans later this year.

Ms. Iverson asked for any guest comments.

There were no guest comments.

Ms. Iverson called for a motion for Final Approval, Final Development Plan, 465 West Factory Road, Swope-Hills property of Wadestone subdivision, residential subdivision.

Mr. Thompson motioned to approve. Mr. Pearson seconded the motion.

Ms. Iverson called for discussion.

Ms. Iverson called for roll call.

Vote: Iverson, yes; Pearson, yes; Sillies, yes, Thompson, yes (4-0)

Ms. Iverson said that the motion is approved unanimously.

B. Final Approval
Record Plan, Springboro Business Park, Section Five.

Background Information

This agenda item is a request for record plan approval to allow the split of a parcel of land located at 100 South Pioneer Drive, the former home of Pioneer Electronics, to create two new lots on the nor-developed portion of the property. A 13.190-acre parcel that includes the former Pioneer Electronics facility will be situated on the southwest corner of South Pioneer Drive and Pleasant Valley Drive, while new parcel 1 will be 12.030 acres, and new parcel 2 will be 15.000 acres will be created to the south.

Following Planning Commission, approval of the record plan by City Council is required.

Staff Recommendation

City staff recommends approval of the record plan including the following comments:

1. The first line of title block shall be "Record Plan". Then revise title block to Springboro Business Park Section Five along with associated text regarding being a replat of Lot 6 of Section Three and part lot 5 of section 2. Re-number the proposed lots to the next highest platted lot number (8, 9, 10?).
2. Revise signature block to City of Springboro standards.
3. Remove approval signature blocks for Zoning Inspector, Regional Planning Commission, and County Engineer.
4. Remove note 12.
5. Add Covenants and Restrictions language as found on Plat Book 16, Pg 29.
6. Site Map difficult to read.
7. Add note stating size of iron pins to be set.
8. Add iron pins at all angle changes along lot lines, particularly along the north line of proposed lot 2.
9. Reduce the existing conditions pen weight, as it is hard to see lot lines and proposed text.
10. Provide dimension from parking lot to proposed lot line to confirm minimum distance of 9 feet is met.
11. Record plan is difficult to scale correctly. Provide clean plan set.
12. Remove all Warren County and Township Commissioner notes on title sheet.
13. Add City of Springboro as the first public utility provider in the public utility easement note block.
14. Add roof and foundation drain note per city standards.
15. Remove zoning table.
16. Resubmit revised record plan for staff review, as well as submitting it to Warren County for their review.

Discussion:

Mr. Gavin Rivera of Kimley-Horn was present on behalf of their clients to discuss the application for final approval of the record plan for Springboro Business Park, Section Five.

Ms. Iverson asked Mr. Rivera if he had any questions regarding the staff comments.

Mr. Rivera said that he did not have any questions at this time.

Ms. Iverson asked Mr. Boron if he had any additional comments.

Mr. Boron stated that he would because this item is a record plan, he would defer to Mr. Dudas and the Engineering Department for comments. This item will have to have a recommendation to go before City Council for final approval in order to finalize the record plan.

Mr. Dudas said that once the plan is ready, the Engineering Department will move this item on to City Council.

Ms. Iverson asked if Planning Commission members had any questions.

Mr. Sillies asked if this was part of Sunstar's expansion.

Mr. Rivera stated that there are no definitive plans for occupancy at this time.

Mr. Boron said that up to three lots will be created.

Ms. Iverson called for a motion to approve the record plan, Springboro Business Park, Section Five.

Mr. Pearson motioned to approve. Mr. Sillies seconded the motion.

Ms. Iverson called for discussion.

Ms. Iverson called for roll call.

Vote: Iverson, yes; Pearson, yes; Sillies, yes, Thompson, yes (4-0)

Ms. Iverson said that the motion is approved unanimously.

C. Final Approval
Record Plan, South Tech, Section Twenty

Background Information

This agenda item is a request for record plan approval for South Tech, Section Twenty filed by The Kleingers Group, West Chester. The property is located northwest of the intersection of South Tech Boulevard and Industry Lane and includes an existing building at 3233 South Tech Boulevard. The record plan would allow for the split of the parcel to create a 4.1974-acre lot on the west side of the property. Agenda item D below is related to this record plan approval request.

Following Planning Commission's review, approval of the record plan by City Council is required.

Staff Recommendation

City staff recommends approval of the record plan including the following comments:

1. Provide existing building location with setbacks to lot lines.
2. Easements to match construction drawings.
3. Provide access easement language.
4. Provide standard signature block for City of Springboro.
5. Add city standard roof and foundation drains note.
6. First line on title block to read "Record Plan".

Discussion:

Mr. Brandon Rose of Ferguson Construction was present to discuss the application for final approval of the record plan for South Tech, Section Twenty.

Ms. Iverson asked Mr. Rose if he had any questions about the staff comments.

Mr. Rose said that he had no questions at this time.

Mr. Boron stated that this item would have to be a recommendation to City Council in order to approve the record plan. He then deferred to Mr. Dudas to explain what the next step in this process will be.

Mr. Dudas said that when the record plan was ready it would be moved to City Council for final approval.

Mr. Boron said that item is related to Agenda Item D which has been submitted for preliminary review at this evening's meeting.

Ms. Iverson asked for any comments or questions.

There were no questions at this time.

Ms. Iverson called for a motion to approve the record plan for South Tech, Section Twenty.

Mr. Thompson motioned to approve. Mr. Pearson seconded the motion.

Ms. Iverson called for discussion.

Ms. Iverson called for roll call.

Vote: Iverson, yes; Pearson, yes; Sillies, yes, Thompson, yes (4-0)

Ms. Iverson said that the motion is approved unanimously.

D. Preliminary Review

Site Plan, 3233 South Tech Boulevard, new commercial building for Innomark

Background Information

This agenda item is a request for preliminary review of a site plan for the construction of a 96,000-square foot office/manufacturing/warehouse building for Innomark Real Estate, LLC, property owner at 3233 South Tech Boulevard in the South Tech Business Park. The proposed site is subject to a record plan that is agenda item C at the June 14th Planning Commission meeting.

Adjacent land uses include to the north, undeveloped land that is in the Springboro portion of the Austin Landing development fronting the I-75/Austin Boulevard interchange, to the east Innomark's existing facility at 3233 South Tech Boulevard, to the south Invotec at 10909 Industry Lane on the southwest corner of Industry Lane and South Tech Boulevard, and Kingscoat at 3334 South Tech Boulevard, and to the west Renegade at 3363 South Tech Boulevard.

Adjacent zoning to the north is ADD-2, Austin Development District 2, and to the east, south, and west, ADD-1, Austin Development District 1.

Staff Comments

1. Provide building population at maximum shift for determination of off-street parking requirement.
2. Provide lot coverage percentage for subject property.
3. For final approval of site plan, revise exterior lighting plan in compliance with Chapter 1273, Exterior Lighting, of Planning and Zoning Code, to improve legibility of data points on sheet 2 of 2, provide light fixtures specification sheet, confirm all color-temperature is 3500° or less, provide maximum to minimum (10:1) and average to minimum (4:1) ratios, and note that foot-candles may be no higher than 6.0.
4. For final approval of site plan, coordinate with staff on landscaping consistent with ADD-1 requirements.
5. Signage plan for building/site subject to review by Zoning Inspector for compliance with Sign Code, Chapter 1281, of Planning and Zoning Code outside of the site plan review process.
6. The curb cut along South Tech Boulevard shall have the existing curb and gutter removed and replace with ODOT Type 2 depressed curb and gutter, with minimum 7" concrete drive apron.
7. Provide Storm water pollution prevention plan.
8. Provide graphic scale on all applicable sheets.
9. Easements to match record plan.
10. Montgomery County to review water and sewer design.
11. Concrete storm sewer required in the right of way.
12. We will require the purchase and installation of a Knox Box to be installed and located at the front entrance of the facility.

13. Fire Department Connections (FDC) for all sprinkled buildings shall be with-in 75 feet of a fire hydrant on the public water system. All fire department connections must have a 5" Stortz connection with a 30 degree downturn and includes a cap attached by a cable.
14. A fire extinguisher plan must be submitted to the Fire District. Placement and installation must be completed prior to final building replacement.
15. Building requires a minimum 4" contrasting address numbers near main entrance. Must be visible from the road.
16. A scaled floor plan is required at or before of final building inspection showing occupant load, location of exits, electrical and gas shut offs, fire department connections and other applicable information as may be useful in conducting pre-incident preparation by Fire District. The acceptable size of this plan is 8.5 inches by 11 inches.
17. All testing of all systems shall be scheduled through the Springboro Building Department at (937) 748-9791. All test shall be scheduled 48 hours in advance of testing. The Fire Marshal or Fire District representative will witness all testing.

Discussion:

Mr. Brandon Rose, Mr. Kevin McCormick, and Mr. Jeff King were present to discuss the application for preliminary review, Site Plan, 3233 South Tech Boulevard, new commercial building for Innomark.

Ms. Iverson asked Mr. Boron for a summary of the project up for preliminary review by the Planning Commission.

Mr. Boron reviewed the plans and said Innomark is creating a separate lot and then building a 96,000-square foot building on that site. It meets all requirements for ADD-1, Austin Development District 1, and the use is permitted on this site. The staff comments are typical for this stage in planning; lighting, landscaping and peripheral items.

Ms. Iverson asked if the applicants had any questions or comments regarding the staff comments.

Mr. King responded that they plan to comply with all staff comments and will re-submit their plans the week of June 23, 2023.

Mr. Rose reviewed the site plan with Planning Commission and staff members. The new building will be constructed of concrete panels. New additional parking will be added across the front and side with some additional parking provided near the six new delivery docks. Utilities were reviewed as well.

Mr. Thompson asked what the anticipated occupancy would be in the new building.

Mr. King said that currently they have 67 employees working in their facility over the course of three shifts. They will supply Planning Commission and staff with a breakdown of the number of employees that will be in the building per shift when they re-submit their plans. There will be offices located in the front of the building with warehouse and manufacturing space located in the rear portion of the building.

Mr. Boron commented that Innomark will be moving from their existing property located at West Tech and SR 741 to this new facility. They are currently tenants in the building where they are now and will own the new building they are proposing.

Mr. Sillies asked about the height of the new building.

Mr. Rose said that the building will be constructed with pre-cast concrete panels which will be 34 feet high. There will be a large landscape retaining wall along the driveway between the buildings.

Mr. Boron added that the building is in compliance with the district code permitted use. This district does allow for higher buildings which is the goal of the ADD-1.

Ms. Iverson thanked the applicants for all their work and for staying within Springboro.

E. Preliminary Review

Final Development Plan, Southwest Corner East Central Avenue (SR 73) and Red Lion-Five Points Road, Clearview Crossing at Stoneridge PUD-R, Planned Unit Development-Residential, residential subdivision.

Background Information

This agenda item is a request for preliminary review of the final development plan filed by LSSE, Dublin, Ohio, on behalf of Maronda Homes of Cincinnati. The final development plan would allow for the development of a 41-dwelling unit subdivision by Maronda Homes on the southwest corner of East Central Avenue (SR 73) and Red Lion-Five Points Road. The 12.08-acre site was rezoned to PUD-R, Planned Unit Development-Residential, earlier this year concurrently to the approval of a general plan outlining the plan for the conceptual layout of lots, streets, and open space in the subdivision. The rezoning and general plan were approved by the Planning Commission at their January 18th meeting; the rezoning was approved by City Council on April 6th (effective date May 6th) along with the general plan.

Final development plan review is the second stage of the three-step approval process for PUDs. The final development plan provides more detailed information, building on the general plan including proposed lots, streets, and open space. No action is required of City Council on the final development plan. Record plan review and approval by both Planning Commission and City Council is the last step in the PUD approval process.

Adjacent land uses in Springboro include the North Hills subdivision to the north on the north side of East Central Avenue (SR 73), and The Enclave subdivision to the south. In Clearcreek Township, single-family residential in the Stoneridge subdivision to the east, and to the west single-family residential along the south side of East Central Road, and on the north side of East Central Road farmland.

Adjacent zoning in the Springboro portion of the vicinity is PUD-R for both North Hills and The Enclave. In Clearcreek Township the Stoneridge subdivision to the east is zoned R-1, Rural Residence, and lands to the west are zoned SR-1, Suburban Residence.

Courtesy notification letters were sent out to all property owners within 300 feet of the subject property prior to the October 12th meeting. As stated at that meeting no follow-up letters will be mailed while this project is under review by Planning Commission, however City staff has notified The Enclave Homeowners Association (HOA) of the proposal being on the agenda. Should this proposal move forward, the same property owners will be notified of a Public Hearing of City Council on the rezoning of the property.

Staff Comments

City staff has the following comments on this agenda item:

1. Provide housing plans for incorporation into the final development plan approval. All homes to be consistent with Section 1264.06, Development Standards for Specific Uses, Single-Family Dwellings (Detached) for compliance of some of the home plans with (b) Appearance, and (c) Garages with respect to 60% maximum width and side/rear access.
2. Revise landscaping plan prior to record plan review process to address needs for site landscaping (175 trees), street trees (1 tree per 40 linear feet of frontage), and perimeter plants (1 tree per 40 feet of frontage) per Chapter 1280 of Planning and Zoning Code. Note that existing landscaping 4 inches DBH may be credited against Chapter 1280 requirements.
3. Development signage, if proposed, to be reviewed by Zoning Inspector for compliance with Sign Code and sight distance requirements. Same applies to construction and other temporary signage.
4. Provide graphic scale on all applicable streets.
5. Provide turnaround along bike path at the west side of water vault adjacent to SR 73.
6. Clear the vegetation along the west side of the property within the existing 30 foot sanitary sewer easement.
7. Remove construction drawings from final development plan submittal. The construction drawings will be reviewed and approved by engineering staff.
8. Insert Clearcreek Fire District comments here.

Discussion:

Ms. Joanne Shelly of LSSE, and Mr. Brian Hoesl with Maronda Homes were present to discuss the application for preliminary review, Final Development Plan, Southwest Corner East Central Avenue (SR 73) and Red Lion-Five Points Road, Clearview Crossing at Stoneridge PUD-R, Planned Unit Development-Residential, residential subdivision.

Ms. Iverson asked Mr. Boron to summarize the project.

Mr. Boron said that Planning Commission has seen this information before and City Council just approved the general plan, so they are now back before Planning Commission for formal approval of the final development plan submitted. This second phase, final development of the PUD, includes more detailed drawings for engineering staff to review and comment on for this project.

Ms. Shelly said that they have finalized the finished grades, making sure all the houses have the right bench and are flat; the roads meet all the grade requirements, curbs and gutters have been placed appropriately and the storm water system works as required. The turn lane to Red Lion-Five Points Road has been added, along with widening the right-of-way as requested.

Ms. Shelly addressed Mr. Dudas' comments regarding engineering as well as staff comments regarding landscaping and tree counts. With regards to the existing stream that is on the property, LSSE proposes to create a 10 foot wide multi-use trail along the property line with a tree buffer. They will create a loop at the west end of the trail so that users can easily turn around when they reach the end of the trail. An access point has been added so that there is connectivity all the way to the park. The trail will also connect to the existing sidewalk in the neighborhood to the south. The sidewalks within the development will be five feet wide.

Mr. Boron said that this plan would allow for trail connectivity from SR 73 all the way to Heatherwoode. He said that once plans have been submitted, staff may have additional comments on the trail.

Ms. Shelly said that the reason for the line of the trail is due to grading, they wanted to keep the grade below 5% as required. She believes they will be ready for the July Planning Commission meeting.

F. Preliminary Review

Site Plan Review, North of Intersection of West Central Avenue and Tahlequah Trail, proposed Taco John's.

Background Information

This agenda item is a request for preliminary review of a site plan, filed by Evans Engineering, Cincinnati, Ohio, proposing the development of a 2,100-square foot Taco John's restaurant. The site is located northwest of the intersection of Tahlequah Trail and West Central Avenue (SR 73) on a vacant site. The proposed restaurant is a permitted use in the HBD, Highway Business District, the zoning district that overlays the site.

Access to the site is provided by the public right-of-way that parallels West Central Avenue that in turn connects to the signal on West Central Avenue immediately to the west of the subject property.

Adjacent uses include to the north and east undeveloped land on the parent parcel to the subject property, to the south on the south side of West Central Avenue Popeye's and the site of the former Long John Silver's, and to the west KFC and Taco Bell. Adjacent zoning for the vicinity of the subject property is HBD.

Staff Comments

City staff has the following comments on this preliminary plan:

1. Provide improvements per the recommendations of the traffic study.
2. Provide record plan dedicating the West Central Avenue right-of-way.
3. Remove offsite proposed sign, which is not permitted per sign code. Remainder of signage package to be reviewed with Zoning Inspector outside the site plan review process.
4. Exterior elevations to include one accent color.
5. Provide indication of seating plans and other information used to determine volume of off-street parking proposed in site plan.
6. Provide location for bicycle rack consistent with Planning and Zoning Code within 50 feet of front entrance and providing setbacks to provide clean movement around site parking area.
7. As part of final approval, applicant to provide lighting plan consistent with Chapter 1273, Exterior Lighting, of Planning and Zoning Code.
8. Provide dimension on building placement to proposed property lines.
9. Indicate exterior building materials on sheet(s) A30. Also revise or remove sheet A90 information not pertinent to Planning Commission review.
10. Verify dumpster enclosure proposed color.
11. Landscaping plan to be revised and submitted as part of final approval that includes screening from adjacent uses, parking lot, site, and landscaping for the West Central Avenue frontage.
12. Provide storm water detention calculations for review.
13. Capture storm water in the front yard setback area into detention pond.

14. Separate the water spigot from the water service prior to entering building. The connection shall be made after meter, inside of building.
15. Provide water lateral size. Provide K copper to curb box, and then HDPE material (SDR 9, 250 PSI) for runs over 100 feet. Provide curb box shut off adjacent to water tap at existing main.
16. Remove existing curb and gutter at driveways and replace with ODOT Type 2 depressed curb and gutter.
17. Provide pavement replacement details at all utility crossings.
18. Provide bicycle safe grates at catch basins where applicable.
19. Additional engineering comments are reserved until such time when designed improvements are completed on construction drawings, including but not limited to: easements, water, sanitary, storm sewer, and detention basin.
20. We will require the purchase and installation of a Knox Box to be installed and located at the front entrance of the facility.
21. Building requires a minimum 4" contrasting address numbers near main entrance. Must be visible from the road.
22. A fire extinguisher plan must be submitted to the Fire District. Placement and installation must be completed prior to final building inspection.
23. A scaled floor plan is required at or before the final building inspection showing occupant load, location of exits, electrical and gas shut off, fire department connections and other applicable information as may be useful in conducting pre-incident preparation by the Fire District. The acceptable size of the plan is 8.5 inches by 11 inches.
24. All testing of all systems will be scheduled through the Springboro Building Department at (937) 748-9791. All test shall be scheduled 48 hours in advance of testing. The Fire Marshal or Fire District representative will witness testing.

Discussion:

THIS ITEM WAS REMOVED FROM THE AGENDA AT THE REQUEST OF THE APPLICANT.

G. Preliminary Review

Major Revision to Approved General Plan, Village Park PUD-MU, Planned Unit Development-Mixed Use, change in list of permitted uses in retail component

Background Information

This agenda item is based on an application filed by Dryden Builders, Centerville, seeking preliminary review of a major revision to the approved general plan for the Village Park PUD-MU, Planned Unit Development-Mixed Use, on behalf of Sahana Properties, LLC, property owner. The Village Park PUD-MU, approved in 2004, includes four components including a retail component centered on the southeast corner of the property. The retail component, in addition to the subject property, includes El Toro restaurant on the south to the Fifth/Third Bank branch on the north.

The retail component does not permit drive through facilities as a permitted use. The applicant submitted a final development plan that included such a facility included on the plans for a site adjacent to their existing business/property that includes Springboro Wine & Spirits, 748 Gardner Road. The only manner in which to permit the use in the PUD is to revise it, in this case a major revision which is defined in the PUD Chapter of the Planning and Zoning Code as any change that results in a development density increase of 15% or a change in the list of permitted uses. The process to a major revision the general plan includes review by

Planning Commission including a public hearing, similar to a public hearing of City Council for rezoning where property owners within 300 feet are notified, and the request is advertised in the paper of mass circulation. Action by City Council in the form of a resolution is also required. Following that process, a final development plan that includes the drive through then may be finalized. This will allow the applicant to submit a complete final development plan application, it is incomplete at this time, as well as coordination with City staff on a number of comments listed below for the final development plan.

Adjacent uses to the subject property include Springboro Wine & Spirits to the north, Huntington Bank to the east on the east side of North Main Street, Biggby's/Farmers & Merchants Bank to the south, and vacant land to the west on the west side of Gardner Road.

Zoning adjacent to the subject property is PUD-MU, for properties to the north, south, and west as part of the Village Park mixed-use development, and PUD for property to the east that is part of the Settlers Walk development on the east side of North Main Street.

Staff Comments

City staff has the following comments on the major change to the general plan:

1. Applicant to complete revision to general plan submission requirements; please coordinate with City staff on details.
2. Planning Commission to set public hearing following preliminary review.

City staff has the following comments on the proposed final development plan following completion of the general plan major revision process:

1. Applicant to provide exterior building elevations for both proposed buildings indicate size of building, exterior materials, and include a graphic scale.
2. Indicate what is driving the volume of parking proposed for site in terms of seating and building population.
3. Provide location for bicycle rack consistent with Planning and Zoning Code within 50 feet of front entrance and providing setbacks to provide clean movement around site parking area.
4. Final development plan review process to include lighting plan consistent with Chapter 1273, Exterior Lighting Plan, of the Planning and Zoning Code.
5. Final development plan to include landscaping plan consistent with Chapter 1280, Landscaping, of the Planning and Zoning Code as well as design standards of the Village Park PUD.
6. Signage to be reviewed by Zoning Inspector outside of final development plan review process of Planning Commission.
7. If permitted, drive through facility to be screened along with rooftop and ground-mounted mechanical equipment.
8. Indicate State scale on drawing (1"=20 feet).
9. Make access road on north side two way traffic, adjust pavement accordingly.
10. Combine the two lots into one.
11. Provide bicycle safe grates at catch basins where applicable.
12. Provide detention calculations. Additional engineering comments are reserved until such time when designed improvements are completed on construction drawings, including but not limited to: easements, water, sanitary, and storm sewer.
13. The curb cut along Gardner Road shall have the existing curb and gutter removed and replace with ODOT Type 2 depressed curb and gutter.
14. Provide elevations of north, south, east, and west sides of both proposed buildings.

15. We will require the purchase and installation of a Knox Box to be installed and located at the front entrance of the facility.
16. Building requires a minimum 4" contrasting address numbers near main entrance. Must be visible from the road.
17. A fire extinguisher plan must be submitted to the Fire District. Placement and installation must be completed prior to final building inspection.
18. A scaled floor plan is required at or before the final building inspection showing occupant load, location of exits, electrical and gas shut off, fire department connections and other applicable information as may be useful in conducting pre-incident preparation by the Fire District. The acceptable size of the plan is 8.5 inches by 11 inches.
19. All testing of all systems will be scheduled through the Springboro Building Department at (937) 748-9791. All test shall be scheduled 48 hours in advance of testing. The Fire Marshal or Fire District representative will witness testing.

Discussion:

Mr. Chris Hinkle, Dryden Builders, and Mr. GB Bhatara were present to discuss the application for preliminary review, Major Revision to Approved General Plan, Village Park PUD-MU, Planned Unit Development-Mixed Use, change in list of permitted uses in retail component.

Ms. Iverson asked Mr. Boron to summarize the project.

Mr. Boron said the Village Park PUD is composed of four components; open space (Gardner Park), residential (Parkside Row Apartments), office, and retail. The site up for review at this meeting is the last undeveloped parcel designated for retail use. The applicant has proposed a building with a drive through attached; drive throughs are not permitted at this time.

Mr. Hinkle said the applicant would like to make at least a portion of the building a restaurant which typically would have a drive through. Additional businesses to be included in the building would either be offices or a retail site.

Mr. Pearson asked how Biggy Coffee was able to get their drive through approved.

It was determined that because the bank was already existing with the carve-out for their drive through, the additional drive through was permitted.

Planning Commission members voiced their concerns about having a high volume drive through coming into the space.

Mr. Boron stated that that would be highly unlikely given the fact that this is the last retail parcel available for purchase in this PUD.

Ms. Iverson asked about the traffic flow; would it be improved?

Mr. Hinkle stated that they would probably combine the two lots to allow for better traffic flow than currently exists. Dumpster areas would be consolidated as well. This would require making changes to the record plan in the future.

Mr. Boron said the City would conduct a traffic study if Planning Commission decides to move ahead with this project. Mr. Hinkle and Mr. Dixon are working together to get the traffic study completed.

Ms. Iverson asked if any Planning Commission members had any further concerns.

The general consensus among Planning Commission members was that as long as the appropriate screening is included along SR 741 a drive through or patio would be acceptable.

Mr. Hinkle asked about what the timeline would look like moving forward.

Mr. Boron stated that because this is like rezoning, a Public Hearing would be set by Planning Commission, all business owners within 300 feet would be notified by letter. Preliminary site plan approval would follow if Planning Commission decides to approve the rezoning.

Ms. Iverson asked for additional Planning Commission or staff comments.

Mr. Boron said that they would need to set a public hearing at this meeting for the meeting on July 12.

Ms. Iverson called for a motion to set a public hearing for a major revision, Village Park PUD-MU.

Mr. Pearson motioned to approve. Mr. Thompson seconded the motion.

Ms. Iverson called for discussion.

Ms. Iverson called for roll call.

Vote: Iverson, yes; Pearson, yes; Sillies, yes, Thompson, yes (4-0)

Ms. Iverson said that the motion is approved unanimously.

IV. Guest Comments

There were no guest comments.

V. Planning Commission and Staff Comments

Ms. Iverson asked for further questions. There were none.

V. Adjournment

Ms. Iverson called for a motion to adjourn.

*Mr. Pearson motioned to adjourn the June 14, 2023 Planning Commission Meeting at 7:00 pm
Mr. Thompson seconded the motion.*

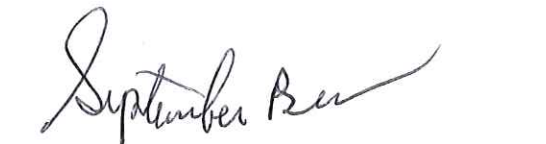
Vote: Iverson, yes; Pearson, yes; Sillies, yes; Thompson, yes (4-0)



Becky Iverson, Planning Commission Chairperson



Dan Boron, Planning Consultant



September Bee, Planning Commission Secretary