



**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**406 Justice Drive, Lebanon, Ohio 45036**

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*Telephone (513) 695-1250*

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**TOM GROSSMANN**

**SHANNON JONES**

**DAVID G. YOUNG**

**GENERAL SESSION AGENDA**

***January 16, 2024***

**#1**

***Clerk—General***

**The Board of Commissioners' public meetings can now be streamed live at [Warren County Board of Commissioners - YouTube](#)**

APPROVING REQUISITIONS AND AUTHORIZING<sup>12/6</sup> COUNTY ADMINISTRATOR TO SIGN DOCUMENTS RELATIVE THERETO

BE IT RESOLVED, to approve requisitions as listed in the attached document and authorize Martin Russell, County Administrator, to sign on behalf of this Board of County Commissioners.

M. moved for adoption of the foregoing resolution being seconded by M. Upon call of the roll, the following vote resulted:

- M
- M
- M

Resolution adopted this    day of    2024.

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Krystal Powell, Clerk

/kp

cc:            Commissioners' file

## REQUISITIONS

Department	Vendor Name	Description	Amount	
WAT	OHIO MACHINERY CO	SEW HEAVY TRAILER INTERSTATE M	\$ 32,000.00	*capital purchase
WAT	MURPHY TRACTOR & EQUIPMENT CO INC	SEW SKID LOADER	\$ 83,384.00	*capital purchase
ENG	ROSE M HUTZEL	ENG.PERM/TEMP EASEMENT STEPHEN	\$ 7,620.00	*contract in packet
WAT	WESSLER ENGINEERING INC	WAT CB MIDDLETOWN JUNCTION WF	\$ 195,100.00	*RFQ

1/16/2024 APPROVED:

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Martin Russell, County Administrator

**CONSENT AGENDA\***

*January 16, 2024*

*Approve the minutes of the January 2, 2024 and January 9, 2024, Commissioners' Meeting.*

**PERSONNEL**

- 1. Hire Holly Wicks as Custodial Worker I within Facilities Management and Matthew Daniel as Protective Services Caseworker I within Children Services*
- 2. Approve wage increase for Don Brewer, Control Systems Superintendent within W/S*
- 3. Approve promotion of Nakita Sanders to Training Coordinator within Human Services and Kelly Monk to Compliance Caseworker I within Children Services*
- 4. Approve reclassification of Desiree Dietmeyer to the position of Compliance Caseworker II within Children Services*
- 5. Accept resignation of Nicholas Orihood within Emergency Services and Clay Cleaver within Human Services*
- 6. Authorize the internal posting of "Training Coordinator" position within Human Services*

**GENERAL**

- 7. Approve notice of intent to award bid to Husac Paving and Excavating Inc. for the FY23 South Lebanon- Hobart Avenue Sidewalks CDBG Project*
- 8. Enter into negotiations with AECOM Technical Services Inc. relative to the Request for Qualifications for the design of the ion exchange at the RAR Water Treatment Plant*
- 9. Enter into engineering agreement with Wessler Engineering, Inc. relative to the Request for Qualifications for the design of the Middletown Junction Wellfield*
- 10. Advertise for bids for the 2024 Sewer Treatment Chemicals Project on behalf of W/S*
- 11. Approve notice of intent to award bid to National Water Services, LLC for the Middletown Junction Production Well Drilling and Construction Project*
- 12. Enter into a maintenance and support agreement with Justice AV Solutions on behalf of Common Pleas*
- 13. Accept a permanent and temporary easement with Hutzel Landscaping, LLC for the Stephens Road Bridge Replacement Project*
- 14. Authorize Vice- President of the Board to sign pre-award condition forms associated with grant programs of the Office of Criminal Justice Services on behalf of the Drug Task Force*
- 15. Approve contract with Holmes County Commissioners on behalf of Juvenile Court*
- 16. Approve amendment #1 for FY2024 Reclaim Ohio Program on behalf of Juvenile Court*
- 17. Accept statement of work with eGroup Holding Company, LLC on behalf of Telecommunications*
- 18. Enter into a memorandum of understanding with the Deerfield Township Board of Trustees relative to operational testing and maintenance of fire hydrants on behalf of W/S*
- 19. Acknowledge payment of bills*
- 20. Enter into various performance bond agreements*
- 21. Approve final plats*

**FINANCIAL**

- 1. Accept amended certificate for various funds and approve a supplemental appropriation into Township Line Bridge Project Fund*
- 2. Accept amended certificate for Health Insurance Fund*
- 3. Approve operational transfer from Veterans into Common Pleas*
- 4. Approve operational transfer of interest earnings from Commissioners into Water/ Sewer*

5. *Approve supplemental appropriation into Local Fiscal Recovery, Clerk of Courts, Indigent Driver, Facilities Management, and Sheriff*
6. *Approve appropriation decrease from Telecommunications and Facilities Management*
7. *Approve appropriation adjustments within Children Services for pay-outs*
8. *Approve appropriation adjustment within Clerk of Courts, Common Pleas, and Sheriff's,*

*\*Please contact the Commissioners' Office at (513) 695-1250 for additional information or questions on any of the items listed on the Consent Agenda*



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**TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG**

**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**MINUTES: Regular Session – January 2, 2024**

*This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.*

The Board met in regular session pursuant to adjournment of the December 19, 2023, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Krystal Powell, Clerk – present

Minutes of the December 19, 2023 meeting were read and approved.

- 24-0001      A resolution was adopted to appoint David Young as President and Tom Grossmann as Vice President of the Board of County Commissioners. Vote: Unanimous.
- 24-0002      A resolution was adopted to establish meeting days and times for the Warren County Board of Commissioners. Vote: Unanimous
- 24-0003      A resolution was adopted to resolution to designate the Official Representative and Alternate for the purpose of voting at the annual meeting of the County Commissioners' Association of Ohio in 2024. Vote: Unanimous.
- 24-0004      A resolution was adopted to approve appointments and reappointments to various Boards and Committees. Vote: Unanimous.
- 24-0005      A resolution was adopted to administer disciplinary action against Kelly Fiebig, Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous.
- 24-0006      A resolution was adopted to approve reclassification of Allyson McKenzie from the position of Custodial Worker I to the position of Custodial Worker II. Vote: Unanimous.

MINUTES  
JANUARY 2, 2024  
PAGE 2

- 24-0007 A resolution was adopted to hire Nicole Torres as Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous.
- 24-0008 A resolution was adopted to hire Amber Gregory as Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous.
- 24-0009 A resolution was adopted to accept resignation of Cara Harrison, Compliance Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective January 19, 2024. Vote: Unanimous.
- 24-0010 A resolution was adopted to accept resignation of Natia Hill, Start Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective January 5, 2024. Vote: Unanimous.
- 24-0011 A resolution was adopted to accept resignation of Ashleigh Gillespie, Emergency Operator, within Warren County Emergency Services Department effective January 1, 2024. Vote: Unanimous.
- 24-0012 A resolution was adopted to accept resignation of Irina Avdeeva Eligibility Referral Specialist II within the Warren County Department of Job and Family Services, Human Services Division, effective December 29, 2023. Vote: Unanimous.
- 24-0013 A resolution was adopted to accept resignation of Misty Mullett, Eligibility Referral Specialist II within the Warren County Department of Job and Family Services, Human Services Division, effective December 29, 2023. Vote: Unanimous.
- 24-014 A resolution was adopted to approve end of 365-day probationary period and approve pay increase for David Rentz within the Warren County Water and Sewer Department. Vote: Unanimous.
- 24-0015 A resolution was adopted to approve an extension for the requirement of Tayler Bishop to obtain an Ohio EPA Class IV Wastewater Certification within the Water and Sewer Department. Vote: Unanimous.
- 24-0016 A resolution was adopted to set public hearing for rezoning application of Mark and Connie Burton, Royce Machine (Case #2023-08), to rezone approximately 2.165 acres from General Industrial Manufacturing Zone "I2" to General Industrial Manufacturing Zone "I2" as Planned Unit Development in Union Township. Vote: Unanimous.
- 24-0017 A resolution was adopted to set public hearing to consider modifications to the rules and regulations of the Water and Sewer Department relative to increases to Water and Sewer rates, fees, and charges. Vote: Unanimous.

- 24-0018 A resolution was adopted to approve and authorize the submission of a Chemical Emergency Planning and Community Right-To-Know Fund Grant application on behalf of the Warren County Department of Emergency Services.  
Vote: Unanimous.
- 24-0019 A resolution was adopted to authorize Warren County Sheriff to sign addendum to contract for Police Protection with the Board of Township Trustees of Deerfield Township, on behalf of the Warren County Sheriff's Office.  
Vote: Unanimous.
- 24-0020 A resolution was adopted to authorize acceptance of quote from Tri County Tower on behalf of Warren County Telecommunications. Vote: Unanimous.
- 24-0021 A resolution was adopted to acknowledge approval of financial transactions.  
Vote: Unanimous.
- 24-0022 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous.
- 24-0023 A resolution was adopted to approve various record plats. Vote: Unanimous.
- 24-0024 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous.
- 24-0025 A resolution was adopted to approve and enter into amendment No. 8 to the intergovernmental agreement between this Board and the Warren County Transportation Improvement District, designating additional projects and a change in funding amounts for projects. Vote: Unanimous.
- 24-0026 A resolution was adopted to approve text amendments to the Warren County Rural Zoning Code. Vote: Unanimous.
- 24-0027 A resolution was adopted in support of Ohio Gig LLC's application to the Ohio Residential Broadband Expansion Grants for funding for Extension of Broadband to Warren County Residents. Vote: Unanimous.

#### DISCUSSIONS

The Board opened the 2024 Annual Organizational Meeting, appointing the President and Vice-President of the Board, establishing the meeting dates and times, and approving various appointments and reappointments.

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

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PUBLIC HEARING

CONSIDER TEXT AMENDMENTS TO THE  
WARREN COUNTY RURAL ZONING CODE

The Board met this 2<sup>nd</sup> day of January, 2024, in the Commissioners' Meeting Room, to consider text amendments to the Warren County Rural Zoning Code to amend Section 1.202 (Summary Table of Review Bodies), Section 1.302.1 (Zoning Permit Application), Section 1.303.3 (Site Plan Review), Section 2.101 (Establishment of Zoning Districts and Overlays), Section 2.205 (Table of Uses by Zoning District), Section 2.302.3 (Conservation Design Option), Section 2.304 (Base Density/ Intensity Calculations), Section 3.102 (Accessory Uses, Buildings, and Structure Standards), Section 3.20.3 (Residential Uses, Standards, and Requirements), 3.206.15 (Recreation Facility- Indoor), 3.206.17 (Wedding Facility, Event Center), Article 3, Chapter 3 (Parking, Loading, and Circulation Standards), Article 3, Chapter 6 (Signage Standards and Requirements), Article 4 (Definitions).

Hadil Lababidi, Regional Planning Commission, was present for the public hearing to consider text amendments to the Warren County Rural Zoning Code.

Ms. Lababidi presented the attached PowerPoint presentation reviewing the proposed amendments.

Ms. Lababidi then reviewed each section of changes and stated the recommendation to approve as presented.

Commissioner Grossmann questioned the vague definition of a shipping container and expressed his concern for definitional problems. He then requested the Rural Zoning Commission add a definition of a shipping container to the proposed amendment for clarification purposes.

Bruce McGary, Assistant Prosecuting Attorney, stated the Rural Zoning Commission attempted to define a shipping container as a structure in such a way that it does not allow the use of a prefabricated steel container.

Commissioner Grossmann expressed his concern for the noise regulation amendment and questioned adding it to part of our zoning code.

Mr. McGary stated that townships can regulate noise but rarely do. He stated the townships and Rural Zoning Commission have no means of measuring decibels and have no desire to do so.

Commissioner Jones stated she believes the noise restriction will impact a lot of businesses and expressed her concern.

Michelle Tegtmeier, Chief Zoning Official, stated the noise restriction is not an issue in "B2" (Community Commercial Business) only in rural residential areas where the county has allowed conditional uses.

Mr. McGary stated we have sound provisions already in the code and more provisions relative to wedding facilities is a policy decision. He also explained that the allowance of wedding facilities in a residential area is allowable through a conditional use. Mr. McGary stated that conditional use is statutorily vested with the Board of Zoning Appeals and is not reviewed by the Commissioners.

There was discussion relative to the necessity of the amendment.

Mr. McGary stated he was in favor of the amendment, as it would not affect the pre-existing wedding facilities. He advised the Board to support the amendment and approve it or deny the amendment.

There was discussion relative to the access of wedding facilities through arterial and connector roads and the impact the traffic has on local roads.

Mrs. Tegtmeier stated the amendment would not affect any current facilities, only those built in the future.

There was discussion relative to limiting the allowable allocation of parking spaces for businesses.

Mrs. Tegtmeier stated the intent of the amendment is to allow the developer to deviate from the number of parking spots in the current code allowing them to do less than what is required. She stated each development has a number of allocated spots depending on the size and use of the building.

Mr. McGary stated that this provision gives the Zoning Inspector discretion without forcing the developer to come back before the Board.

There was discussion relative to the discretion given to the Zoning Inspector and removing the liability of a considerable impact from said discretion. The Board was not in favor of amending Section 3.309 deviating from the current code provision granting the Zoning Inspector's discretion to allow non-residential parking at a rate up to twenty percent (20%) above or below the required amount as specified in the Table 3.307.1.

Commissioner Young stated that he does not like the concept of forcing business owners to come before the Board for a variance. He recommended revising the amendment to define what the Rural Zoning Commission would like to have control of.

Commissioner Young also stated that he would prefer to have the Building and Zoning Department discuss future text amendments during a work session prior to presenting proposed changes.

Upon further discussion, there being no one present to speak in favor of or in opposition to said amendments, the Board closed the public hearing and resolved (Resolution #24-0026) approving text amendments to the Warren County Rural Zoning Code.

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Neil Tunison, County Engineer, was present for a work session to discuss the addition of the Greentree Interchange to the Ohio Kentucky Regional Council of Governments (OKI) 2050 Long Range Plan, to discuss Amendment #8 to the Intergovernmental Agreement with the Transportation Improvement District, and to provide an update on the King Avenue Bridge Rehabilitation Project.

Mr. Tunison stated a letter had been drafted to sign and send to OKI to approve the support of the addition of a full operational interchange on Interstate 75 at Greentree Road.

There was discussion relative to the opposition of residents, economic benefit, and traffic impact of the proposed interchange.

Commissioner Young stated he would like to bring the matter back for discussion during a work session to be scheduled at a later date.

Mr. Tunison also discussed Amendment #8 to the Intergovernmental Agreement with the Transportation Improvement District. He stated there are several new road improvement projects added to the Transportation Improvement District Program list.

Upon further discussion, the Board resolved (Resolution #24-0025) to approve and enter into Amendment No.8 to the Intergovernmental Agreement between the Board and the Warren County Transportation Improvement District, designating any additional projects and a change in funding amounts for projects.

Mr. Tunison discussed future road projects within the City of Mason and Deerfield Township and then presented the attached PowerPoint presentation providing updates relative to the King Avenue Bridge Rehabilitation Project.

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Candace Miller, Economic Development Specialist, was present along with Ryan Burgdorf from Little Miami Gig LLC to request a resolution of support of Ohio Gig LLC's grant application relative to funding for the extension of broadband to Warren County residents.

There was discussion regarding the request for proposals for internet service providers relative to broadband internet network and our contract with the selected vendor, Altafiber.

Commissioner Young stated that our current provider asked that we do not support the grant application of Ohio Gig, LLC.

Commissioner Jones stated there is nothing in our current provider contract that prohibits us from supporting the grant application and believes more service competition is better for residents.

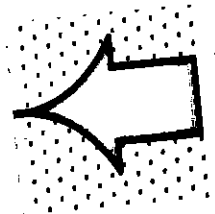
Upon further discussion, the Board resolved (Resolution #24-0027) in support of Ohio Gigg LLC's application to the Ohio Residential Broadband Expansion Grant for funding for extension of broadband to Warren County residents.

Upon motion the meeting was adjourned.

\_\_\_\_\_  
David G. Young, President

\_\_\_\_\_  
Tom Grossmann

\_\_\_\_\_  
Shannon Jones



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 January 2, 2024, in compliance with Section 121.22 O.R.C.

\_\_\_\_\_  
Krystal Powell, Clerk  
Board of County Commissioners  
Warren County, Ohio



# **Warren County Zoning Code Text Amendments**

## **Board of County Commissioners**

Meeting Date: January 2<sup>nd</sup>, 2024

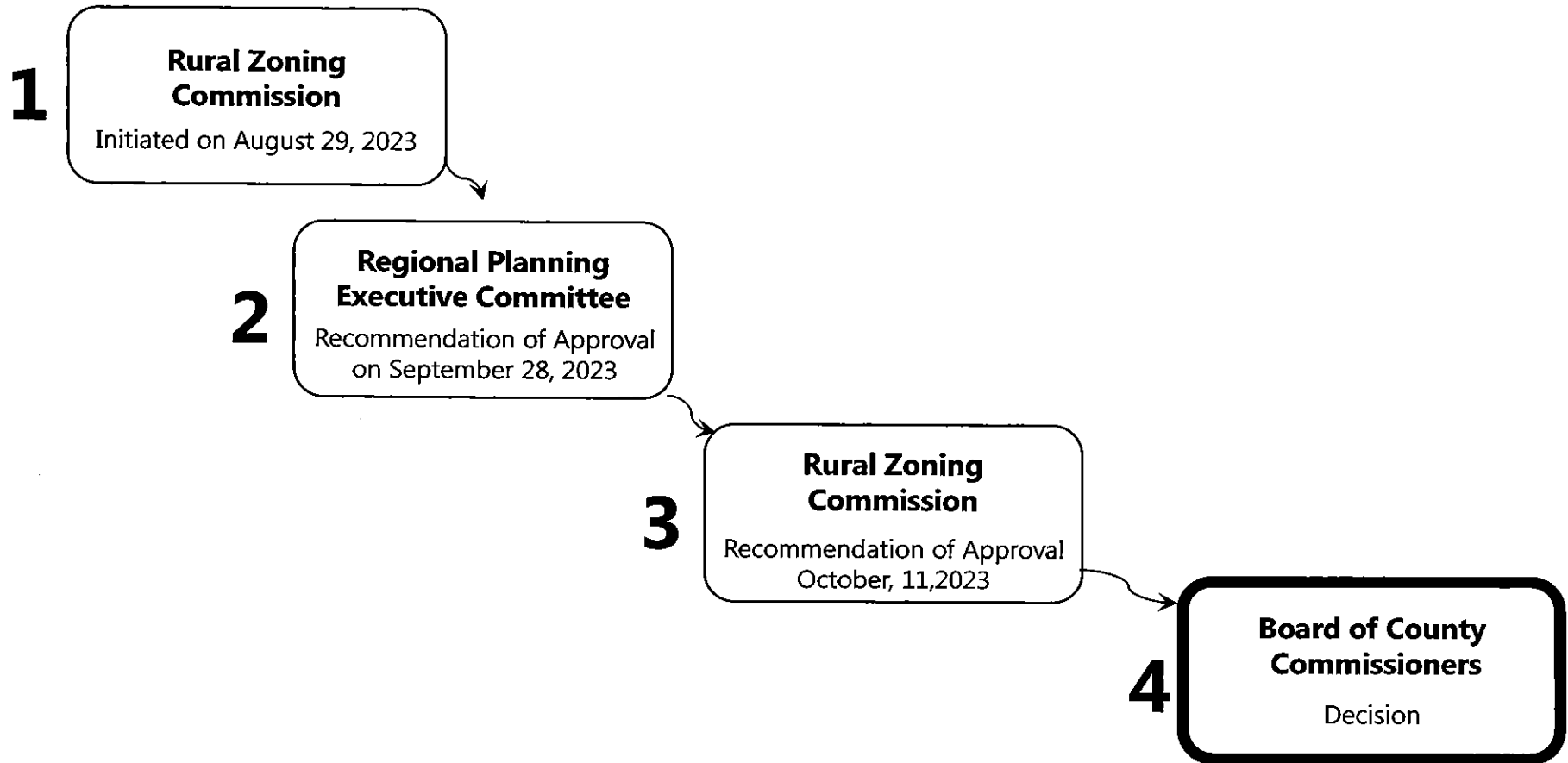
# **Introduction**

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## **Amendments to the Warren County Rural Zoning Code.**

- **Drafted by Planning/Zoning staff.**
- **Reviewed by the Prosecutor's Office.**

# Process



## Summary

- **Minor amendments to clarify process, section reference, & responsibilities.**
- Summary table of review processes, and review bodies.**
- Prohibit the use of shipping containers in all residential zoning districts.**
- Prohibit the use of shipping containers as a residential dwelling.**
- Regulate sound at wedding facilities/event centers.**
- Limit the location of wedding facilities/event centers along local roadways.**
- Clarify that ROW is excluded from density calculation.**



# Summary

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- Clarify what resources are excluded from density calculations.**
- Porches & patios (under 18" in height) no zoning permit required.**
- Limit the provision of parking that exceeds the required amount.**
- Clarify signage language.**
- Define Family Cemetery and add to use table .**
- Identify minor structures that are exempt from zoning.**

# Significant Amendments

**PROHIBIT the USE OF SHIPPING CONTAINERS as RESIDENTIAL DWELLINGS.**

## **SEC. 3.203 RESIDENTIAL USES STANDARDS & REQUIREMENTS**

**3.203.3**      **Shipping Containers:** The use of a shipping container as a principal or accessory residential unit is prohibited.



# Significant Amendments

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## **REGULATE SOUND at WEDDING FACILITIES/EVENT CENTERS.**

### **3.206.17 Wedding Facility, Event Center:**

(H) **Sounds:** There shall be no outside amplified music or amplified music within temporary structures and tents – except for music performed during a wedding ceremony within residential districts. This provision does not apply within commercial districts. Sound mitigation is required on the interior of the buildings. **Sound mitigation shall prevent noise being audible beyond the property line.**

# Significant Amendments

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## **THE LOCATION of WEDDING FACILITIES/EVENT CENTERS ALONG LOCAL ROADWAYS.**

- (4) Facilities with an **occupancy greater than 100 guests**, are limited to access from an arterial or collector road but may also take access from a **local road that is not more than five hundred (500) feet from an arterial or collector road**, subject to the Engineer's Office/ODOT approval.

# Significant Amendments

## LIMIT PARKING THAT EXCEEDS THE REQUIRED AMOUNT.

**Table 3.309** DEVIATIONS: ADMINISTRATIVE VARIANCES: The Zoning Inspector may allow non-residential parking at a rate of up to ~~twenty five percent (20%)~~ (5%) above or up to twenty percent (20%) below the required amount as specified in the Table 3.307-1, unless otherwise provided, in this Zoning Code, on an individual basis based upon the scale and impacts of the request, for good cause shown. The applicant shall make such request in writing, which shall include documentation from an acceptable industry publication (i.e., Institute of Transportation Engineers, Urban Land Institute, American Planning Association, etc.) or by a study prepared by a professional qualified to document parking requirements. Single family and two-family parking may be increased by the Zoning Inspector.

# Significant Amendments

## LIMIT PARKING THAT EXCEEDS THE REQUIRED AMOUNT (continued)

### Table 3.309 DEVIATIONS: ADMINISTRATIVE VARIANCES:

- (A) In approving ~~administrative variances~~ deviations that reduce the parking requirements established in Table 3.307-1, the Zoning Inspector may, as a condition of approval, require an area to be reserved or set-aside future for parking. Such areas shall be shown be illustrated on the site plan and documented as “reserved parking for future use.”
- (B) The approval of an ~~administrative variances~~ a deviation that increases the parking requirements established in Table 3.307-1 requires, at a minimum one of the following:
  - (1) An additional five percent (5%) of the parking lot landscaping in accordance with Section 3.406 (B) (Landscaping and Screening for Parking and Loading Areas);
  - (2) A continuous pedestrian walkway that links the parking lot area to the main building entrance; or,
  - (3) The implementation of a Low Impact Development (stormwater) technique, post-construction that is not otherwise required by the Ohio Environmental Protection Agency and/or the Warren County Soil and Water Conservation District.
- (C) Additional parking spaces allowed through an ~~administrative variance~~ a deviation shall be constructed of permeable pavers, porous concrete, or semi-permeable surface with proper under-drainage.



# Recommendations

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**RPC Executive Committee: Recommendation of approval of the proposed zoning text amendments to RZC.**

**WC Rural Zoning Commission: Recommendation of approval of the proposed zoning text amendments to BOCC.**



**(ARTICLE 1)**

**ZONING RESOLUTION AUTHORITY,  
ADMINISTRATION, & ENFORCEMENT**

## **Proposed Amendments- Article 1:**

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- Add Summary Table of Review Bodies.**
- Clarify the authority of BZA.**
- Minor updates to Chapter 3.**

## Article 1- Chapter 2 – Add Summary Table of Review Bodies Sec. 1.202

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A. Table 1.202 (Summary Table of Review Bodies) summarizes the review and decision-making responsibilities of the entities that have roles in the procedures set forth in Article 1. Other duties and responsibilities of the entities are set forth in subsequent sections of this article.

# Article 1- Chapter 2

Proposed Language (Page 1 & 2)

B. Even though not referenced in this article, other boards, commissions, government agencies, and nongovernment agencies may be asked by the zoning inspector, the Warren County Zoning Commission, the Warren County Board of Zoning Appeals, or the Warren County Board of Commissioners, to review some applications, including, but not limited to, map amendments (rezoning), text amendments, appeals, variances, conditional uses, and planned unit developments.

TABLE 1.202: SUMMARY TABLE OF REVIEW BODIES

HA = ADMINISTRATIVE HEARING  
 HL = LEGISLATIVE HEARING  
 R = REVIEW

REC = RECOMMENDATION  
 D = DECISION (RESPONSIBLE FOR FINAL DECISION)  
 P = PRE-SUBMITTAL CONSULTATION

Procedure	Section	Warren County Board of Commissioners	Zoning Commission	Board of Zoning Appeals (BZA)	Regional Planning Commission (WCRPC)	Zoning Inspector
Zoning Resolution Text or Map Amendment	1.304	HL-D	HL-R		P-R-REC RPC Staff & Executive Committee	P-R
Planned Unit Development – Stage 1	1.305	HL-D	HL-R		P-R-REC RPC Staff & Executive Committee	P-R
Planned Unit Development – Stage 2	1.305	HA-D			P-R-REC RPC Staff & Executive Committee	P-R
Site Plan Review	1.303	HA-D			R-REC RPC Staff	P-R
Site Plan Review with Conditional Use	1.303			HA-D	R-REC RPC Staff	P-R
Conditional Use	1.306			HA-D	R-REC RPC Staff	P-R
Appeals	1.310			HA-D		
Variance	1.307			HA-D		P-R
Zoning Permit	1.302					R-D

# Article 1- Chapter 2 – Board of Zoning Appeals (BZA) Sec. 1.205.1

**Duties & Responsibilities:** The BZA is responsible for the following duties per ORC Chapter 303, or as amended, and the BZA "Rules for Organization and Operation":

- (A) Hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the Zoning Inspector in the enforcement of ORC Sections 303.01 to 303.25, or as amended, or any resolution adopted pursuant thereto.
- (B) Make a determination in the event the Zoning Inspector is unable to classify a use not listed in the Code per Sec. 1.205.1 (F)
- (C) Approve or deny requests for variance from any dimensional requirement of the Zoning Code.
- (D) Approve or deny issuance of a zoning permit for a conditional use specified in this Code, in accordance with ORC Sections 303.14 or 303.141, as applicable.
- (E) Revoke any variance or conditional use if any approval condition thereof has been violated.
  
- (F) Approve or deny zoning permit requests for completion, restoration, reconstruction, in whole or in part, extension, or substitution of a nonconforming non-residential use or structure.
  
- (G) Determine if the event arises, the certain location of a zoning district boundary that is in question or dispute for purposes of regulation in accordance with this Code.

## Article 1- Chapter 2 - Board of Zoning Appeals (BZA) Sec. 1.205.4

**Action For Decision:** The BZA must conduct an administrative quasi-judicial hearing on the record prior to rendering its decision on an application for the following:

- (1) ~~an~~ appeals;
- (2) variances;
- (3) revoking an authorized variance or conditional use certificate granted for the extraction of minerals, if any condition of the variance or certificate is violated; and,
- (4) ~~or conditional use certificate,s. or revoking of an unauthorized variance or conditional use certificates.~~

Upon closing the hearing, the BZA may deliberate its decision off the record in private (a quasi-judicial hearing is not a meeting and is not subject to the Open Meetings Act). Upon completing deliberations, the BZA on the record must pass a motion by a majority vote of a quorum of BZA members present at the hearing whether to approve, deny or approve with conditions an application, however, the 30-day period in which a person with standing may file an administrative appeal of a BZA decision only begins to run upon the date the BZA written decision is mailed to an applicant.

## **Article 1- Chapter 3 – Zoning Permit Application Sec. 1.302.1**

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Proposed Language (Page 2)

**Applicability: A zoning permit is required for all proposed principal, accessory, and temporary use structures unless otherwise specified within this Code. An application for a zoning permit prepared in satisfaction with the requirements of Section 1.3042.2 shall be submitted to and approved by the Zoning Inspector before the owner(s) of property or the agent(s) acting in their behalf commence any change in use or places or begins to erect, construct, reconstruct, enlarge, or alter any building or other structure. Uses/development subject to Section 1.103.7 are exempt. Zoning Code compliance must be determined by the Zoning Inspector prior to issuance of a zoning permit.**

# Article 1- Chapter 3 – Site Plan Review Sec. 1.303.3

Proposed Language (Page 5 & 7)

## Application Requirements:

### (A) Site Plan Drawing Format and Number of Copies Required:

- (1) The site plan shall be drawn to a scale specified appropriate by the Zoning Inspector. Information must be clear and legibly drawn;
- (2) ~~Eleven (11)~~ Five (5) folded copies of the site plan drawn on sheets no greater than twenty-four (24) inches by thirty-six (36) inches; and,

### (C) Public Notification:

- (1) The Zoning Inspector shall post a sign, ~~stating the public process~~ advertising a public or administrative hearing and where to get additional information.
- (2) Written notice of the hearing shall be mailed by the Approving Authority, by first class mail, at least ten days before the date of the hearing to all owners of property within five hundred (500) feet from the parcel lines of each property that is the subject of the hearing, to the addresses of the owners appearing on the County Auditor's current tax list. The failure of delivery of the written notice SHALL NOT delay or postpone any such hearing and shall not invalidate any action taken at such hearing.
- (3) The Zoning Inspector shall advertise the public notice in a newspaper of general circulation.



**(ARTICLE 2)**

**ZONES & OVERLAY PROVISIONS**

## **Proposed Amendments- Article 2:**

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- Update the Zoning & Overlays list.**
- Verify correct section references in the Table of Uses.**
- Clarify that ROW is excluded in the calculation of density.**
- Specify the % of natural resources area excluded from the density calculation.**

# Article 2- Chapter 1

## **SEC 2.101 ESTABLISHMENT OF ZONING DISTRICTS AND OVERLAYS:**

In order to carry out the purposes and provisions of this Zoning Resolution, the following zoning districts (zones) and overlays to underlying zones are applied within the Warren County Zoning Townships, as applicable:

### **MIXED USE DISTRICTS**

MXU-N Mixed Use Neighborhood Zone

MXU-C Mixed Use Center Zone

MXU-G Mixed Use Gateway Zone

# Article 2- Chapter 2 – Table of Uses by Zoning District Sec. 2.205

## TABLE OF USES BY ZONING DISTRICT

Use Specific Zones shall follow the standards of the zoning district.

Proposed Language (Page 4)

<b>ACCESSORY USES &amp; STRUCTURES</b>													
Detached Buildings of Other Structures	P	P	P	P	P	P	P	P	P	P	P	P	3.102.1
Drive Through						P	P	P	P	P	P	P	3.102.4 3.102.5
Family Cemetery	P	P	P										N/A
Solar Energy System Equipment	P	P	P	P	P	P	P	P	P	P	P	P	3.102.9 3.102.10
Wind Energy Conversion System Micro-Wind Turbine	P	P	P	P	P	P	P	P	P	P	P	P	3.102.11 3.102.12

# Article 2- Chapter 2

Proposed Language (Page 5)

[REDACTED]												
[REDACTED]												
TEMPORARY USES												
[REDACTED]												
Commercial Vehicle Parking in Residential Districts	P	P	P	P	P							3.102.3(A) 3.104
Recreational Vehicle Parking for Habitation	P	P	P	P	P							3.102.3(B)(3) 3.102.4(B)(2)
Recreational Vehicle Parking in Residential Districts	P	P	P	P	P							3.102.3(B) 3.102.4(B)(1) & (3)
[REDACTED]												
Civic Clubs, Civic Halls & Civic Lodges	C	C	C	C	C	S	S	S	S	S	S	3.205.3 3.205.3

# Article 2- Chapter 2

Proposed Language (Page 6 & 7)

Telecommunications Facility Small-Cell Towers	P	P	P	P	P	E	E	E	E	E	E	E	E	3.205.7(B)
Telecommunications Facility Towers	S	S	S	S	S	E	E	E	E	E	E	E	E	3.205.7(A)
Bar, Brewpub, Cocktail Lounge, Night Club						S	S	S	S	S				3.206.4
Casino									S	S	S	S		3.205.8(F) 3.206.16(F)
Commercial Amusement, Indoor						S	S	S	S	S				3.205.9 3.206.15
Commercial Amusement-Outdoor						C	C	C	C	C				3.205.8 3.206.16

# Article 2- Chapter 2

Proposed Language (Page 7 & 8)

Cinema							S	S	S	S				3.206.9
Golf Driving Range or Miniature Golf	C						S	S	S	S				3.205.8(D) 3.206.16(D)
Health/Fitness Club, Gym or Spa						C	S	S	S	S				3.205.9 3.205.1(A)
Internet Sweepstakes Establishment														N/A
Race Tracks Racetracks										S	S	S		3.205.8(F) 3.206.16(F)
Day Care Center	C	C	C	C	C		S	S	S	S	S	C	C	3.206.14(G) 3.205.1(G) (B)

## Article 2- Chapter 3 – Conservation Design Option (CDO) Sec. 2.302.3

- (C) For projects within the RU zoning district, a minimum of forty percent (40%) of the total project area shall be dedicated as open space. Projects within R1A zoning district shall dedicate a minimum of thirty percent (30%) open space. The Thoroughfare Plan Right-of-Way shall be subtracted from the total project area.
- (D) **Density:**
- (1) **Base Density:** The base density for a conservation option shall be determined by the following steps:
- (a) Determine gross tract acreage, the Thoroughfare Plan Right-of-Way shall be subtracted from the gross tract acreage;
  - (b) Multiply by the zoning district density (Units Per Acre); calculate proportionally if the tract lies in two zoning districts; and,
  - (c) Multiply by 1.3 (density bonus).



## Article 2- Chapter 3 – Base Density/Intensity Calculations Sec. 2.304

### For Major Subdivisions and Non-Residential Subdivisions:

- (C) Subtract the acreage of areas within the following areas at the specified percentage:
- (1) **Floodway:** ~~one hundred percent (100%);~~ One hundred percent (100%) of the floodway shall be preserved or undeveloped;
  - (2) **Flood Fringe:** ~~fifty percent (50%);~~ Fifty percent (50%) of the flood fringe shall be preserved or undeveloped;
    - (a) ~~Fifty percent (50%) of the flood fringe shall be preserved or undeveloped.~~
  - (3) **Wetlands and Ponds:** ~~one hundred percent (100%);~~ One hundred percent (100%) of the wetlands and ponds shall be preserved or undeveloped; and
  - (4) **Slopes of Twenty-Five (25%) Percent or Greater:** ~~of forty five percent (45%) or greater;~~ Seventy percent (70%) of slopes of twenty-five (25%) percent or greater shall be preserved or undeveloped.

Slope Percent = (Amount of Rise/Amount of Run) X 100.

**(ARTICLE 3)**

**ZONING SUPPLEMENTAL PROVISIONS**

# **Proposed Amendments- Article 3:**

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## **Updates to the following:**

- Residential Uses Standards to address Shipping Containers.**
- Construction-Related Activities.**
- Wedding Facility, Event Center.**
- Administrative Variances.**
- Chapter 6: Signs.**

## Article 3 - Chapter 1 - Accessory Uses, Buildings & Structure Standards Sec 3.102

**3.102.2 Residential Accessory Buildings:** Accessory buildings, including garages, shall be permitted as an accessory use to principal use buildings in any residential district in accordance with the following requirements:

(K) A transportation vehicle without wheels, shipping containers; railroad cars; truck vans; bus bodies; vehicles and similar prefabricated items and structures originally built for purposes other than the storage of goods and materials are not permitted to be used as accessory buildings on property zoned residential or on property where the principal use of which is residential.

Notwithstanding the provisions set forth above, the temporary placement of shipping containers on residentially zoned properties, or on properties the primary use of which is residential, for the limited purpose of loading and unloading household contents shall be permitted for thirty (30) days within twelve (12) months period and may be extended by the Zoning Inspector up to thirty (30) additional days. ~~shall not be used as an accessory structure.~~

## Article 3 - Chapter 1 - Accessory Uses, Buildings & Structure Standards Sec 3.102

Proposed Language (Page 4, 5, & 10)

### **3.102.4 Commercial and Recreational Vehicle Parking in Residential Districts:**

#### **(B) Recreational Vehicles:**

(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.

(c) Shall not be connected to any public utilities or on-site septic system.

**3.103.4 Projections into Required Yards:** ~~Concrete or paver p~~ Patios, porches, or decks that are under 18 inches in height shall be set back a minimum ten (10) feet from adjacent property lines and do not require a zoning permit.

## Article 3- Chapter 2 - Use Specific Standards and Requirements

### SEC. 3.203 RESIDENTIAL USES STANDARDS and REQUIREMENTS

3.203.3 Shipping Containers: The use of a shipping container as a principal or accessory residential unit is prohibited.

3.204.2 Construction-Related Activities:

(B) Residential Construction: Temporary housing, including but not limited to, a ~~manufactured home~~ Manufactured Home, Not Permanently-Sited, or RV may be permitted in all residential districts in accordance with the following requirements:

## Article 3- Chapter 2 - Use Specific Standards and Requirements

### 3.206.15 Recreation Facility — Indoor: This use shall be:

- (A) At least one hundred (100) feet from any residential property line; and
- (B) The appropriate approving authority shall evaluate noise impact.
- (C) Sound mitigation is required on the interior of the buildings on:
  - (1) Lots that are less than ten (10) acres; and
  - (2) Lots that are ten (10) acres or greater, if determined necessary by the BZA, based on the site's topography and landscaping; building orientation; building location; and the proximity of off-site land uses.
- (D) Sound mitigation shall prevent noise being audible beyond the property line.

### 3.206.17 Wedding Facility, Event Center:

- (H) Sounds: There shall be no outside amplified music or amplified music within temporary structures and tents – except for music performed during a wedding ceremony within residential districts. This provision does not apply within commercial districts. Sound mitigation is required on the interior of the buildings. Sound mitigation shall prevent noise being audible beyond the property line.

## Article 3- Chapter 2 - Use Specific Standards And Requirements Sec. 3.206.17

### Wedding Facility, Event Center:

(L) **Traffic Circulation:** The use shall be conditional upon the approval of the following by the Warren County Engineer's Office:

- (1) Access conforming to the Warren County Engineer's Office access management regulations.
- (2) Site design that ensures the orderly and safe arrival, parking, and departure of all vehicles.
- (3) A traffic impact study, if deemed necessary by the Warren County Engineer's Office.

(4) Facilities with an occupancy greater than 100 guests, are limited to access from an arterial or collector road but may also take access from a local road that is not more than five hundred (500) feet from an arterial or collector road, subject to the Engineer's Office/ODOT approval.



# Article 3- Chapter 3 - Parking, Loading, And Circulation Standards

## Table 3.307-1 Required Number of Off-Street Parking Spaces

Wedding Facility, Event Center      Parking Analysis as required by Sec 3.206.17(L).

**Table 3.309** DEVIATIONS: ADMINISTRATIVE VARIANCES: The Zoning Inspector may allow non-residential parking at a rate of up to twenty five percent (~~20%~~) (5%) above or up to twenty percent (20%) below the required amount as specified in the Table 3.307-1, unless otherwise provided, in this Zoning Code, on an individual basis based upon the scale and impacts of the request, for good cause shown. The applicant shall make such request in writing, which shall include documentation from an acceptable industry publication (i.e., Institute of Transportation Engineers, Urban Land Institute, American Planning Association, etc.) or by a study prepared by a professional qualified to document parking requirements. Single family and two-family parking may be increased by the Zoning Inspector.

## Article 3- Chapter 3 - Parking, Loading, And Circulation Standards

**Table 3.309 DEVIATIONS:ADMINISTRATIVE VARIANCES:**

- (A) In approving ~~administrative variances~~ deviations that reduce the parking requirements established in Table 3.307-1, the Zoning Inspector may, as a condition of approval, require an area to be reserved or set-aside future for parking. Such areas shall be shown be illustrated on the site plan and documented as “reserved parking for future use.”
- (B) The approval of an ~~administrative variances~~ a deviation that increases the parking requirements established in Table 3.307-1 requires, at a minimum one of the following:
- (1) An additional five percent (5%) of the parking lot landscaping in accordance with Section 3.406 (B) (Landscaping and Screening for Parking and Loading Areas);
  - (2) A continuous pedestrian walkway that links the parking lot area to the main building entrance; or,
  - (3) The implementation of a Low Impact Development (stormwater) technique, post-construction that is not otherwise required by the Ohio Environmental Protection Agency and/or the Warren County Soil and Water Conservation District.
- (C) Additional parking spaces allowed through an ~~administrative variance~~ a deviation shall be constructed of permeable pavers, porous concrete, or semi-permeable surface with proper under-drainage.

# Article 3- Chapter 6 - Signage Standards And Requirements

**SEC 3.602 APPLICABILITY:** Unless expressly exempted, no exterior or window signage shall be erected, constructed, enlarged, expanded, structurally altered, relocated, modified (excluding the sign face of changeable copy and LED signs), or reconstructed unless a zoning permit and building/electrical permit evidencing the compliance of such sign with the provisions of this Chapter have been issued by the Zoning Inspector. Repainting, replacement of parts and preventative maintenance do not require a permit.

**SEC 3.609 SIGN DIMENSIONAL COMPUTATIONS:** The following regulations shall control the computation and measurement of sign area, sign height, window area, and building frontage:

(D) **Determining Sign Setback:** The setback of all ground signs shall be measured from the right-of-way to the nearest point of the sign structure.

**SEC 3.610 PROHIBITED SIGNS:** The following types of signs are specifically prohibited:

- (L) ~~No sign, unless permitted under Section 3.615 Billboards, shall be located on a vacant lot, except for the purpose of advertising the lot for sale or lease, or for such purpose as the notification of present danger or the prohibition of trespassing.~~
- (ML) Audio message delivery signage.
- (NM) Signs that emit any flames, smoke, fumes, vapor, or any similar substance.
  
- (N) Illuminated temporary signs.

# Article 3- Chapter 6 - Signage Standards And Requirements Sec 3.611

## **EXEMPT SIGNS:**

- (A) **Temporary Signs:** All temporary signs shall be durable and weather resistant and are exempt from the requirements of Section 3.602, if compliant with the criteria and the standards below:
- (1) **Temporary Signs within Residential Zoning District:** Temporary signs within residential zoning districts are exempt if they meet the following standards:
- (+a) Removed within thirty (30) days following: the closing of the sale, rental or lease of the property; termination of the activity/announcement; or completion of construction.
  - (=b) Maximum of one (1) sign per residence or lot.
  - (≧c) Maximum sign area: Twelve (12) square feet.
    - (a) ~~Zoning Districts: R1A, R1, and R1B: Seven (7) square feet with a maximum height of four (4) feet.~~
    - (b) ~~Zoning Districts: B2 and, R3: Twelve (12) square feet with a maximum height of four (4) feet.~~
  - (d) Maximum height of four (4) feet in all residential districts.
- (FD) **Window Signs:** Not exceeding more than fifty percent (50%) of the window surface.

# Article 3- Chapter 6 - Signage Standards And Requirements

**SEC 3.613**

**NON-RESIDENTIAL DISTRICT SIGNS:**

(A)

**Quantity:**

*Table 3.613-1: Sign Quantities*

		Two One (1) per exterior building, including side walls.	One (1) per street frontage	One (1) per building	One (1) per building frontage
		One (1) per business for multi-tenant buildings, or one (1) per exterior building wall for buildings with one user	One (1) per street frontage site per multi-tenant building or one (1) per street frontage per multi-tenant parcel. <sup>1</sup>	One (1) per business on ground level	One (1) per business on ground level
					One (1) per building greater than 45' in height on one wall that fronts an interstate.
					None

<sup>1</sup>One per street frontage per comprehensively developed collection of buildings. Single building with one user may construct two of the above sign types to the quantity specified.

<sup>2</sup>A building may have a pole sign or an arch sign or a ground sign as stated in the table above; it may not have some combination of the three types.

<sup>3</sup>Multi-Tenant Building or Multiple Buildings on One Parcel: Two (2) of the above sign types to the quantity specified. In addition, Multi-Tenant Building or Multi Buildings on One Parcel may include an additional directory sign which maybe either a pole sign or a ground sign.

## Article 3- Chapter 6 - Signage Standards And Requirements Sec. 3.613

Proposed Language (Page 10)

### NON-RESIDENTIAL DISTRICT SIGNS:

(B) **Building Mounted Signs:** All building mounted signs shall be located either along the front of the building where the street right-of-way is located, facing a parking lot for the business, or along the side or back of a building where there is visibility from a public access point.

#### (1) **Wall & Signature Wall Signs**

~~(a) **Sign Area:** A wall sign shall be permitted with an area not to exceed one (1) square foot in area for each one linear foot of building frontage to a maximum size of one hundred fifty (150) square feet.~~

~~(b) **Signature Wall Signs:** Such wall signs shall conform to the following provisions:~~

- ~~1. Signature wall signs shall not exceed one (1) square foot per lineal foot of building frontage along the interstate highway, with an area not to exceed two hundred (200) square feet.~~
- ~~2. The top of a signature wall sign shall be located within ten (10) feet of the roof line of a building to which it is attached and shall not extend above the building roof line.~~

## Article 3- Chapter 6 Signage Standards And Requirements Sec. 3.613

### NON-RESIDENTIAL DISTRICT SIGNS:

#### (B) Building Mounted Signs:

##### (1) Wall & Signature Wall Signs

###### (a) Maximum Sign Area:

- (1) **Wall Sign:** One (1) square foot in area for each linear foot of building frontage to a maximum size of one hundred fifty (150) square feet.
- (2) **Signature Wall Sign:** One (1) square foot per lineal foot of building frontage along the interstate highway, with an area not to exceed two hundred (200) square feet.

###### (b) Location:

- (1) **Wall Sign:** Shall not extend above the building roof line. No wall sign shall extend more than 15 inches beyond any building façade, canopy façade, or wall.
- (2) **Signature Wall Sign:** The top of a signature wall sign shall be located within ten (10) feet of the roof line of a building to which it is attached and shall not extend above the building roof line.

## Article 3- Chapter 6 Signage Standards And Requirements Sec. 3.613

### **NON-RESIDENTIAL DISTRICT SIGNS:**

(C) **Ground Signs:** The following shall apply to all ground signs. (See also 3.612 (A) Gateway Signs):

(1) LED Signs: The use of the LED sign shall be permitted subject to the following:

(f) An electronic changeable message is permitted, provided:

(1) That the sign face is stationary and of constant intensity and color at all times when the message is displayed; and,

(2) Each message is displayed for at least eight (8) seconds and a change of message is accomplished within one (1) second.

(2) **Landscaping:** Ground signs shall be erected in a landscaped setting that has a minimum size equal to, or exceeding, twice the sign face area. The landscaped area shall include four (4) shrubs per ten (10) linear feet of sign width. The exact location of the landscaped area shall be approved by the Zoning Inspector. Shrubs shall be a minimum three (3) gallon pot size with a minimum eighteen (18) inches height and spread.



## Article 3- Chapter 6 Signage Standards And Requirements Sec. 3.613

### NON-RESIDENTIAL DISTRICT SIGNS:

- (D) **Pole Signs:** A permanent pole sign supported by one (1) or more uprights, poles, or braces placed in or upon the ground surface and not attached to any building. Such sign may also be commonly known as a pylon sign.
- (4) **Landscaping:** Pole signs shall be erected in a landscaped setting that has a minimum size equal to, or exceeding, twice the sign face area. The landscaped area shall include one (1) tree and two (2) shrubs per ten (10) linear feet of sign width. The exact location of the landscaped area shall be approved by the Zoning Inspector. Trees shall be minimum eight (8) feet high and two (2) inches DBH and shrubs shall be a minimum three (3) gallon pot size with a minimum eighteen (18) inches height and spread.
- (E) **Changeable Copy Signs:** Freestanding signs may include changeable copy that is manually changed or an electronic message sign that it does not comprise more than 50% of the total sign area.

**(ARTICLE 4)**  
**DEFINITIONS**

# Proposed Amendments- Article 4: Definitions

The amendments to the Definitions article include the following:

New Definitions	Deleted Definitions	Updated Definitions
Commercial Support Services	—	Comprehensive Plan of WC, OH
Family Cemetery	—	Flood, One Hundred (100) Year (Diagram)
Fixture, Temporary	Structure, Temporary	Structure
Structure, Minor	—	—
Sign, Off-Premise	Sign, Roof	Sign, Billboard
Sign, Structure	—	Sign, Temporary

# Article 4- Definitions

Proposed Language (Page 8 & 9)

**Commercial Support Services:** An establishment providing services to business establishments or individual, on a fee or contract basis, including but not limited to advertising services; janitorial; business equipment and furniture sales or rental; protective services; telecommunications; window cleaning; photocopy and mailing service; commercial photography studio; and other such services.

**Comprehensive Plan of Warren County, Ohio:** A series of component documents (a.k.a. "elements") prepared recommended by the Warren County Regional Planning Commission (RPC) and adopted by the Warren County ~~Regional Planning Commission (RPC)~~ Board of Commissioners, and ~~various other applicable public entities,~~ which establish documents the goals, objectives, and policies for capital improvements programming, economic development, housing, natural hazards mitigation, land use, parks and open space, sanitary sewer, water, transportation and any other specified subject matters involving or related to use and development of land within Warren County, Ohio.

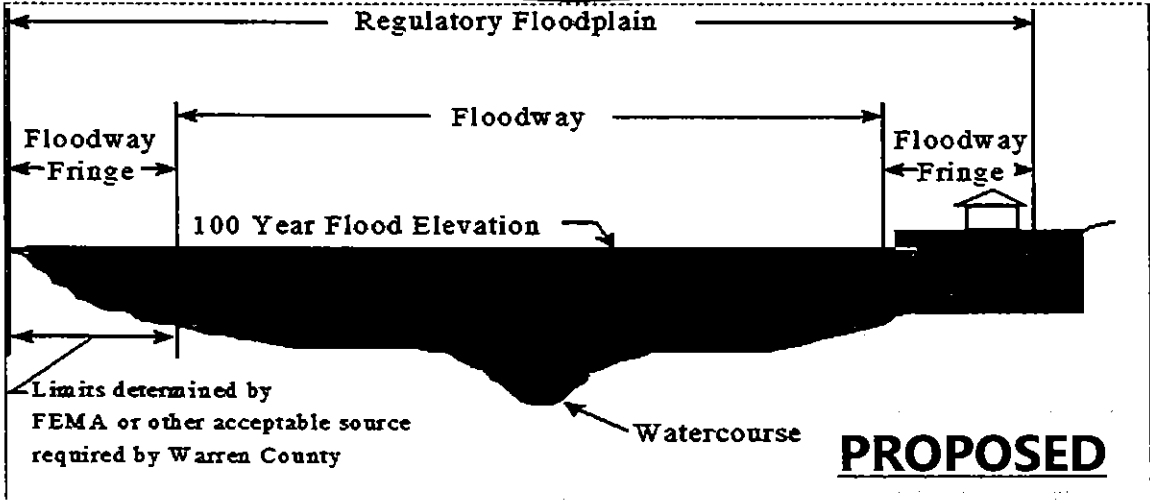
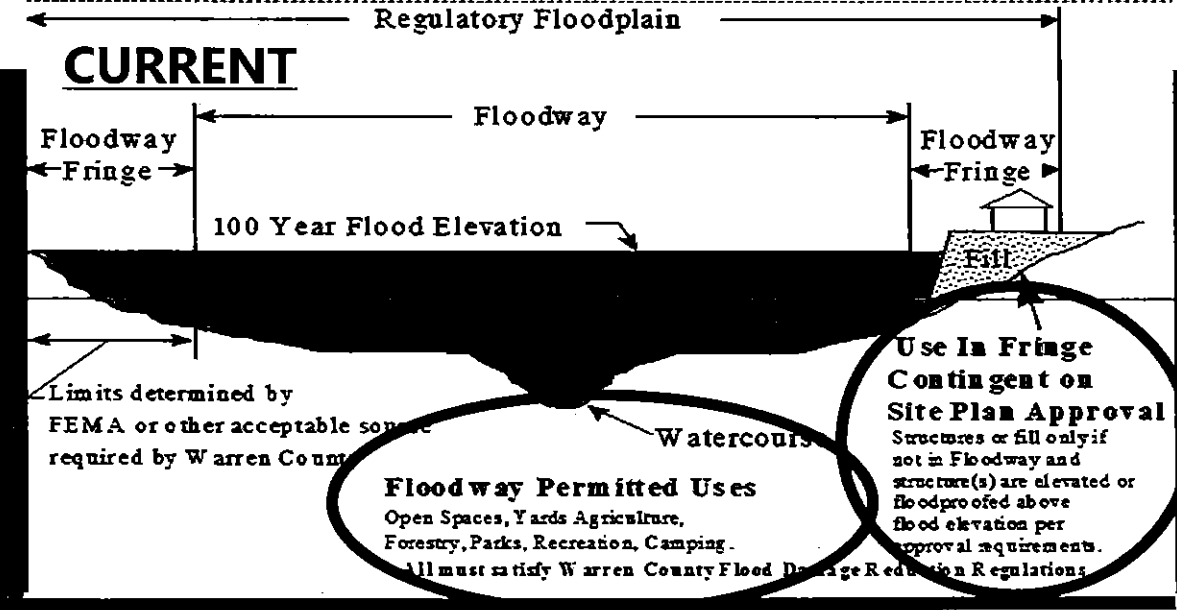
## Article 4- Definitions

Proposed Language (Page 12 & 14)

**Family Cemetery:** A cemetery containing the human remains of persons, at least three-fourths of whom have a common ancestor or who are the spouse or adopted child of that common ancestor .

**Fixture, Temporary:** A fixture which is permitted without any foundation or footing, and which is removed when the designated period, activity, or use per the zoning certification for which the fixture was erected has ceased. Such fixtures include but is not limited to tents, portable bandstands, bleachers, reviewing stands, a manufactured home used in conjunction with construction activities or other fixtures of similar character.

# Article 4- Definitions



Remove standards from the floodplain graphic and limit to an illustration of the various floodplain elements.

## Article 4- Definitions

Proposed Language (Page 31 & 32)

**Sign, Billboard:** An Off-Premise sign that exceeds 6 feet in height or 48 square feet in area of a sign face and is freestanding sign supported by a single monopole structure.

**Sign, Off-Premise:** A sign that directs attention to a business, commodity, service, or entertainment conducted, sold or offered at a location other than the premises on which the sign is located.

~~**Sign, Roof:** Any sign that is supported on a structure which is located wholly or partly on the roof or above the roof or partly on the roof or above the roof line of any building.~~

**Sign, Structure:** The supports, uprights, bracing, or framework of any structure exhibiting a sign, be it single-faced, double-faced, or V-type or otherwise.

**Sign, Temporary:** A sign that is not designed or intended for display for more than thirty (30) days. Such signs are not permanently attached to a building, structure, or installed in ground. Temporary signs include but are not limited to pennants, banners, streamers, beacons, searchlights, and similar-type devices.

# Article 4- Definitions

**Structure:** Anything constructed or erected for use with location on, within, or attachment to the ground for purposes as regulated by this code., the use of which requires a permanent location on the ground or attached to something having a permanent location on the ground, including, but not limited to trailers or mobile homes, tents, signs, swimming pools, pergolas, kiosks, pilings, piers, and bulkheads, but not including septic tanks and septic systems; and accessory facilities associated with the provision of utilities such as drains, wells, transformers, and telephone poles.

**Structure, Temporary:** A structure without a foundation or footing, to be removed upon the expiration of the permitting time frame.

**Structure, Minor:** Any small accessory structure or building such as birdhouses, tool houses, pet houses, play equipment, arbors, fire pits, outdoor cooking and grill islands, outdoor fireplaces, and walls and fences.





# WARREN COUNTY REGIONAL PLANNING COMMISSION

**MEETING DATE:** September 28, 2023

**TO:** WCRPC Executive Committee

**FROM:** Hadil Lababidi, Planner II

**SUBJECT:** Text Amendments to the Warren County Rural Zoning Code

## BACKGROUND

The proposed text amendments to the Warren County Rural Zoning Code were initiated by the Warren County Rural Zoning Commission on August 29, 2023. The proposed amendments are intended to:

- Clarify process, section reference, & responsibilities in specific sections.
- Include a summary table of review processes, and review bodies.
- Prohibit the use of shipping containers for residential dwellings.
- Regulate sound at wedding facilities/event centers and limit the location of wedding facilities/event centers along local roadways.
- Clarify that ROW and natural resources area are excluded from density calculation.
- Regulate porches & patios (under 18" in height). No zoning permit is required for this type of structures.
- Limit the provision of parking that exceeds the required amount.
- Clarify signage language.
- Define Family Cemetery and add to use table.
- Identify minor structures that are exempt from zoning.

## PROPOSED AMENDMENTS

The proposed amendments include the following:

### **Article – 1: ZONING RESOLUTION AUTHORITY, ADMINISTRATION, AND ENFORCEMENT**

- Add Summary Table of Review Bodies.
- Clarify the authority of BZA.
- Minor updates to Chapter 3.

### **Article – 2: ZONES AND OVERLAY PROVISIONS**

- Update the Zoning & Overlays list.
- Verify correct section references in the Table of Uses.
- Clarify that ROW is excluded in the calculation of density.
- Specify the % of natural resources area excluded from the density calculation.

### **Article – 3: ZONING SUPPLEMENTAL PROVISIONS**

The amendments include updates to the following:

- Residential Uses Standards to address Shipping Containers.
- Construction-Related Activities.
- Wedding Facility, Event Center.
- Administrative Variances.
- Chapter 6: Signs.

**Article – 4: DEFINITIONS**

The amendments to the Definitions article include the following:

New Definitions	Deleted Definitions	Updated Definitions
Commercial Support Services	—	Comprehensive Plan of WC, OH
Family Cemetery	—	Flood, One Hundred (100) Year (Diagram)
Fixture, Temporary	Structure, Temporary	Structure
Structure, Minor	—	—
Sign, Off Premise	Sign, Roof	Sign, Billboard
Sign, Structure	—	Sign, Temporary

You can review the proposed amendments through the following link:

<https://drive.google.com/drive/folders/1ym9wMETsp0-HsBVTkgotQ9RCEE7sQ2g5?usp=sharing>

**RECOMMENDATION**

Recommend **approval** of the proposed Warren County Rural Zoning Code text amendments, as shown in Exhibits A, B, C, & D to the Warren County Rural Zoning Commission.

\_\_\_\_\_  
Stan Williams, AICP  
Executive Director

**WARREN COUNTY TID PROGRAM**  
**Funded by County Fund 4484 (P&G TIF - \$38M)**  
**Deerfield Twp (\$3M) and City of Mason (\$3M)**  
**All projects are within City of Mason and Deerfield Twp**

<u><b>I-71/Fields-Ertel Mason-Montgomery Interchange</b></u>
Northbound I-71 gore extension as part of the loop ramp project
Northbound I-71 new exit loop ramp onto northbound Mason-Montgomery Road
Southbound Mason-Montgomery Road new entrance ramp onto southbound I-71
<u><b>I-71/Western Row Road Interchange</b></u>
Columbia Road Relocation east along Western Row Road part of Interchange work
I-71 and Western Row Road Interchange adding one exit ramp and three entrance ramps and widening Western Row Road
<u><b>Wilkens Boulevard (CR610) Corridor</b></u>
Safety Improvements – Wilkens Blvd/Passport Dr
Signal System at various intersections
Wilkens Boulevard & Bardes Road Roundabout
<u><b>Mason-Montgomery Road (CR21) Corridor</b></u>
Southbound added lane from Fields-Ertel to Parkway Drive
Widening from 5 to 7 lanes from Parkway Drive to Socialville-Fosters
<u><b>Socialville-Fosters Road (CR 32) Corridor</b></u>
Widening 2 to 5 lanes Innovation to Columbia Road including roundabout at Innovation and bridge over I-71
Widening 2 to 5 lanes from Mason Corp Limit to Innovation Way – design only
<u><b>Innovation Way (CR 383) Corridor</b></u>
Widening 3 to 5 lanes Socialville Fosters to new I-71 ramps with medians
New extension of Innovation Way from Duke Blvd to Socialville Fosters
<u><b>Duke Boulevard (CR 383) Corridor</b></u>
Widening Duke Boulevard - Irwin-Simpson Road to Innovation Way
Duke Boulevard and Irwin-Simpson Intersection Improvements
<u><b>Columbia Road Corridor</b></u>
Widening between Fitzgerald Way and Socialville-Fosters Road

Funding for these projects were paid for by Warren County Fund 4484 (P&G TIF) as well as committed funds from the City of Mason (\$3M) and Deerfield Township (\$3M). Warren County Fund 4484 (P&G TIF) were used in accordance with the P&G/Warren County/City of Mason/Deerfield Twp Memorandum of Understanding and TIF agreements.

# King Ave. Bridge Replacement Project

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CONSTRUCTION HIGHLIGHTS



# King Ave. Bridge Replacement Project

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Cost: \$22,047,747.70

Contractor: Eagle Bridge Company – Sidney Ohio

Design Consultant: Stantec – Cincinnati Office

Construction Manager: Prime AE – Cincinnati Office



# King Ave. Bridge Replacement Project

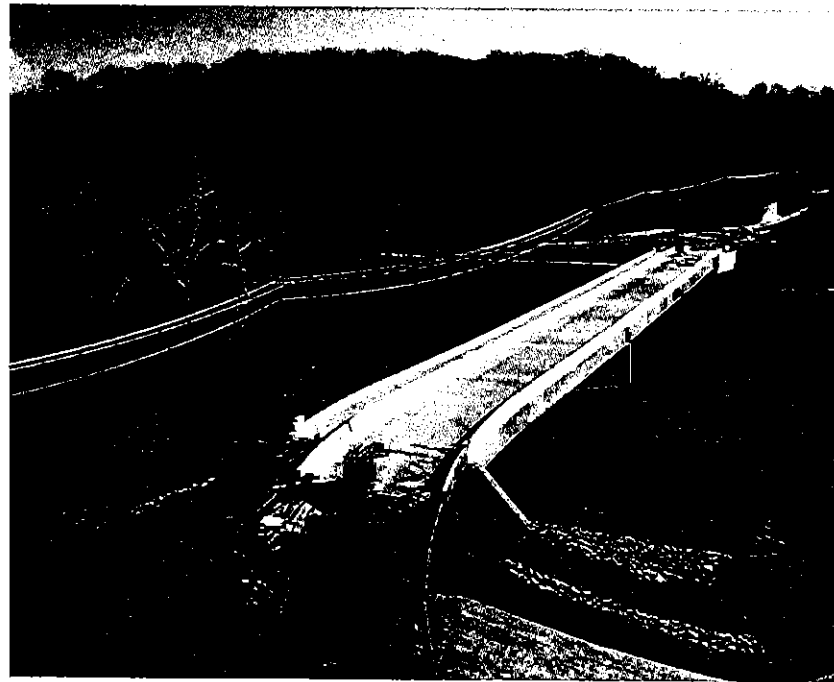
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## Funding

- CEAO Local Bridge Funds - \$5,000,000
  - OKI Surface Transportation Block Grant - \$6,270,000
  - Congressional Discretionary Spending Bill - \$3,000,000
  - Ohio Public Works Commission - \$800,000
  - Road and Bridge Funds
  - Deerfield Township Trustees
  - Warren County Water and Sewer
  - City of Mason
  - City of South Lebanon
- 

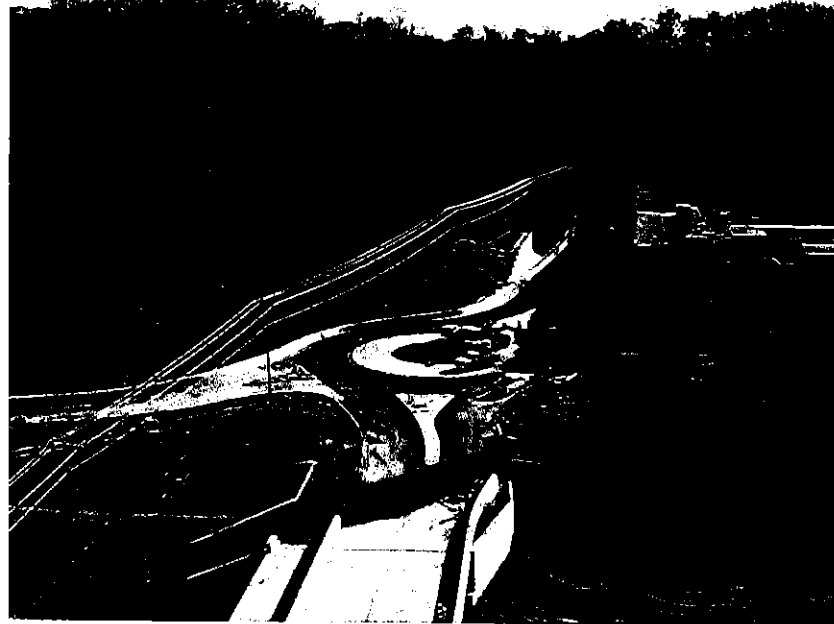
# King Ave. Bridge Replacement Project

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# King Ave. Bridge Replacement Project

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# King Ave. Bridge Replacement Project

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# King Ave. Bridge Replacement Project

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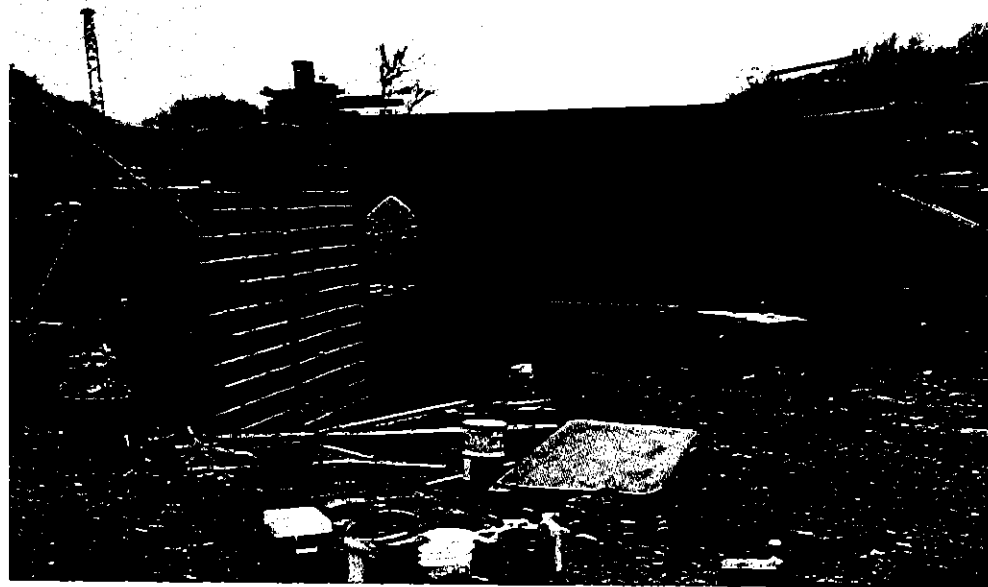
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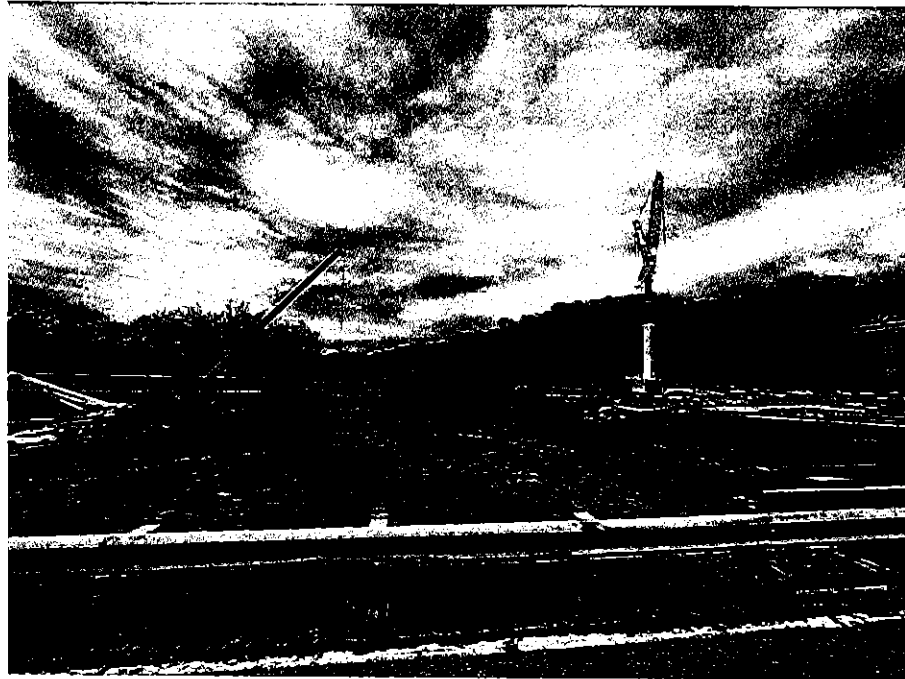
# King Ave. Bridge Replacement Project

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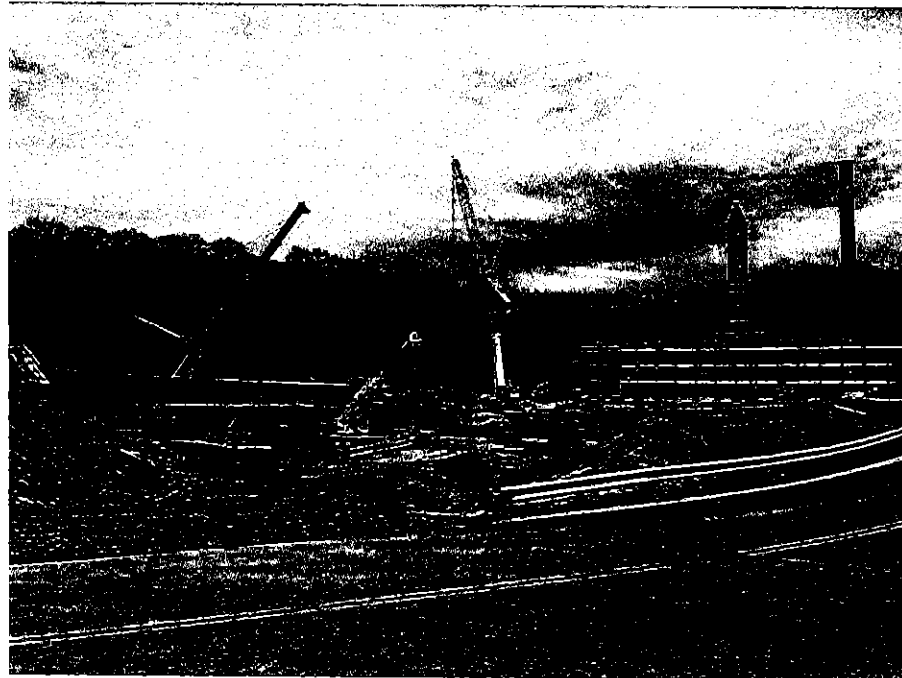
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# King Ave. Bridge Replacement Project

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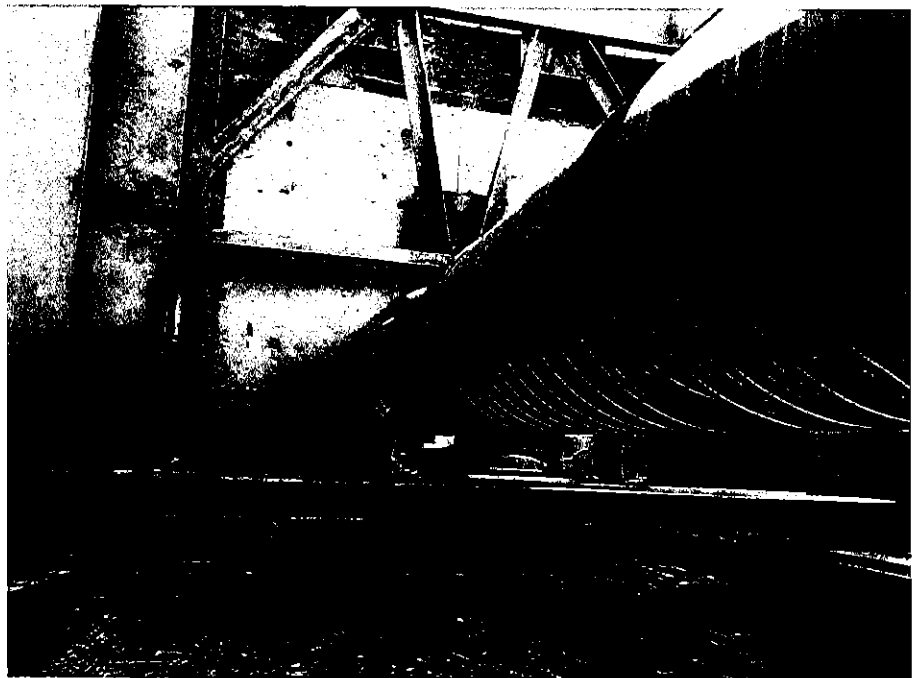
# King Ave. Bridge Replacement Project

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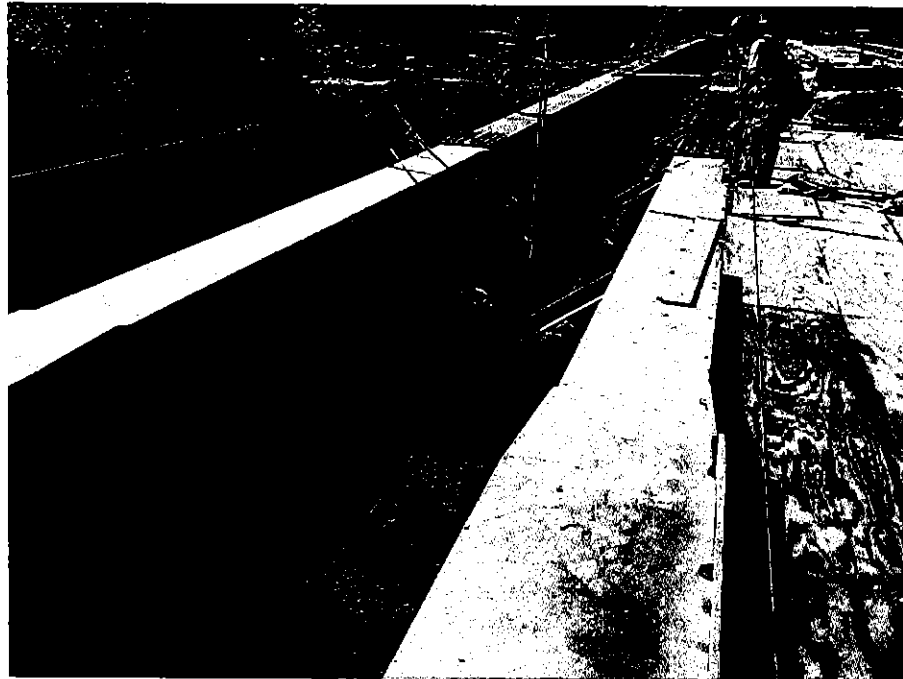
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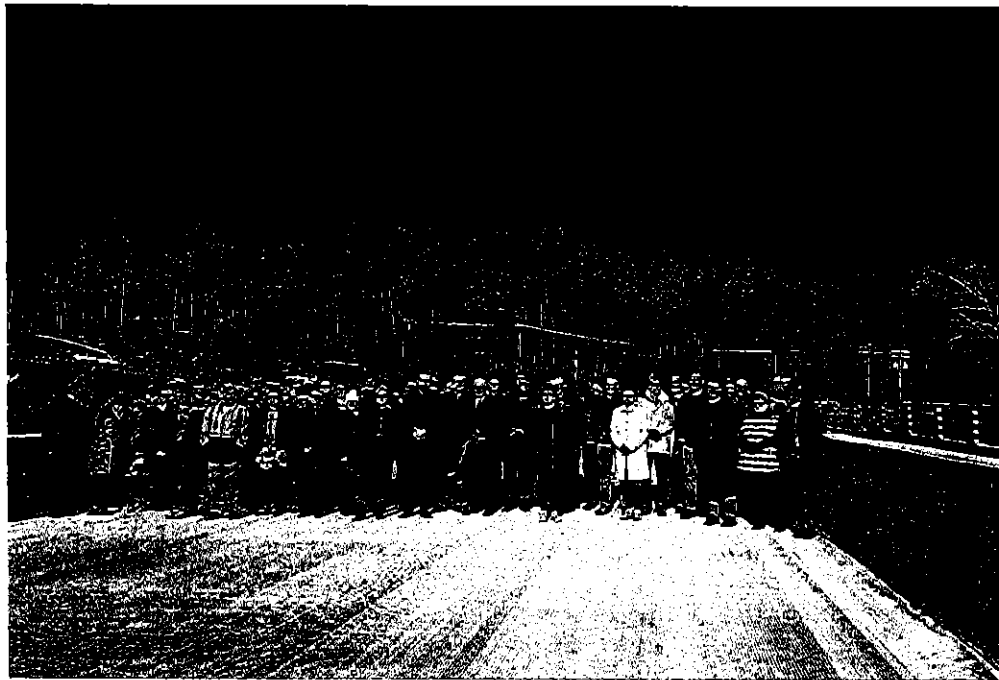
# King Ave. Bridge Replacement Project

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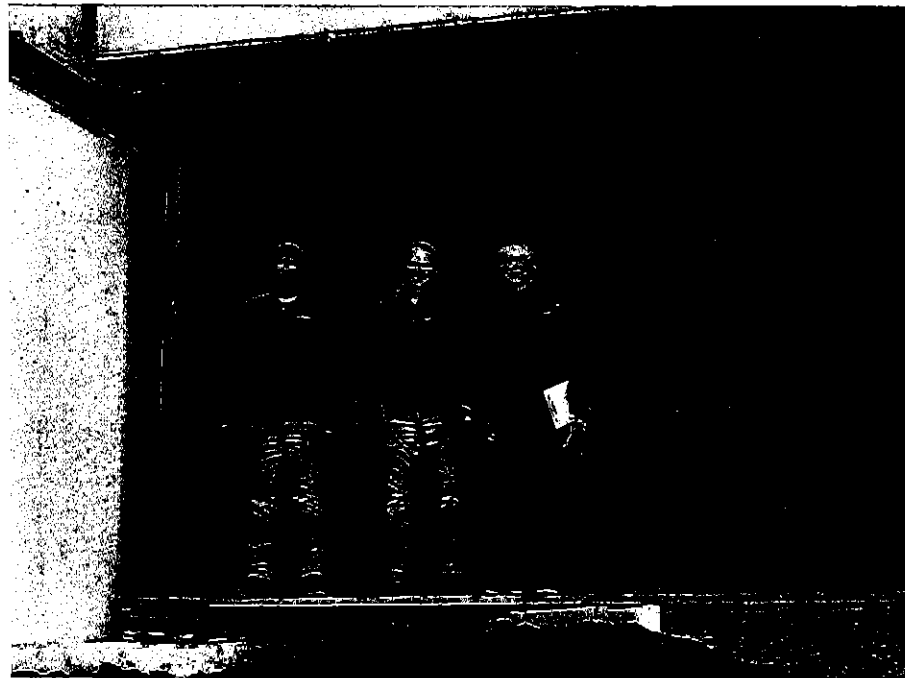
# King Ave. Bridge Replacement Project

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# King Ave. Bridge Replacement

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# King Ave. Bridge Replacement Project

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Questions?





# **BOARD OF COUNTY COMMISSIONERS**

## **WARREN COUNTY, OHIO**

**406 Justice Drive, Lebanon, Ohio 45036**

**[www.co.warren.oh.us](http://www.co.warren.oh.us)**

**[commissioners@co.warren.oh.us](mailto:commissioners@co.warren.oh.us)**

*Telephone (513) 695-1250*

*Facsimile (513) 695-2054*

***TOM GROSSMANN***

***SHANNON JONES***

***DAVID G. YOUNG***

**BOARD OF COUNTY COMMISSIONERS**

**WARREN COUNTY, OHIO**

**MINUTES: Regular Session – January 9, 2024**

*This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.*

The Board met in regular session pursuant to adjournment of the January 2, 2024, meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – absent

Krystal Powell, Clerk – present

- 24-0028      A resolution was adopted to approve end of 365-probationary period and approve pay increase for Leigh Ann Gebele within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-0029      A resolution was adopted to approve end of 365-probationary period and approve pay increase for Noah Faulkner within the Warren County Water and Sewer Department. Vote: Unanimous
- 24-0030      A resolution was adopted to approve end of 365-day probationary period and approve pay increase for Nathan Marshall within the Warren County Water and Sewer Department. Vote: Unanimous
- 24-0031      A resolution was adopted to approve lateral transfer of Sydney Newell from the position of Protective Services Caseworker II to Assessment Investigative Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 24-0032      A resolution was adopted to approve lateral transfer of Brandy Cooper from Emergency Communications Supervisor to Training Supervisor within the Warren County Emergency Services Department. Vote: Unanimous

- 24-0033 A resolution was adopted to remove probationary employee Jody Schenkel, Eligibility Referral Specialist II, within the Warren County Department of Job and Family Services, Human Services Division. Vote: Unanimous
- 24-0034 A resolution was adopted to accept resignation, due to retirement, of Teresa Davis, Lead Foster Care Caseworker, within the Warren County Department of Job and Family Services, Children Services Division, effective March 8, 2024. Vote: Unanimous
- 24-0035 A resolution was adopted to accept resignation of Emily Donald, Protective Services Caseworker II, within the Warren County Department of Job and Family Services, Children Services Division, effective January 4, 2024. Vote: Unanimous
- 24-0036 A resolution was adopted to authorize the posting of the "Infrastructure Systems Analyst I" position, within the Telecommunications Department, in accordance with Warren County Personnel Policy Manual, Section 2.02(a). Vote: Unanimous
- 24-0037 A resolution was adopted to enter into dependent eligibility service agreement and business associate agreement with BMI Audit Services, LLC., effective January 2, 2024. Vote: Unanimous
- 24-0038 A resolution was adopted to cancel regularly schedule Commissioners' meeting of Thursday January 11, 2024. Vote: Unanimous
- 24-0039 A resolution was adopted to set public hearing for rezoning of Blue Rock Properties, LLC (Case #2023-09), to rezone approximately 30 acres from Mixed Use Neighborhood Zone "MXU-N" to Light Industrial Manufacturing Zone "I1" and General Industrial Manufacturing District "I2" with a Planned Unit Development in Union Township. Vote: Unanimous
- 24-0040 A resolution was adopted to enter into professional services contract with the City of Wilmington relative to building inspection services. Vote: Unanimous
- 24-0041 A resolution was adopted to enter into a first amendment to Memorandum of Understanding between the Department of Warren County Children Services and Kinnect for the purpose of the Ohio Kinship and Adoption Navigator Program. Vote: Unanimous
- 24-0042 A resolution was adopted to approve addenda to agreement with Choices, Inc. relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 24-0043 A resolution was adopted to approve addenda to agreement with SJO Kids, Inc. DBA NewPath Child & Family Solutions relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous

- 24-0044 A resolution was adopted to accept a permanent and temporary easement from David W. Maile and Donna G. Maile for the Stephens Road Bridge #158-0.92 Replacement Project. Vote: Unanimous
- 24-0045 A resolution was adopted to enter into cooperation agreement with Safe on Main, Inc relative to the FY 2023 Community Development Block Grant Entitlement Program. Vote: Unanimous
- 24-0046 A resolution was adopted to enter into classroom training agreement on behalf of OhioMeansJobs Warren County. Vote: Unanimous
- 24-0047 A resolution was adopted to approve and authorize the Warren County Port Authority to apply to the Ohio Department of Development for the Building Demolition and Site Revitalization Grant Program. Vote: Unanimous
- 24-0048 A resolution was adopted to declare various items from the Board of Developmental Disabilities, Juvenile, Facilities Management, and OhioMeansJobs as surplus and authorize the disposal of said items through internet auction. Vote: Unanimous
- 24-0049 A resolution was adopted to acknowledge receipt of December 2023 Financial Statement. Vote: Unanimous
- 24-0050 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 24-0051 A resolution was adopted to approve a cash advance from the County Motor Vehicle Fund #2202 into the Stephens Road Bridge #158-0.92 Replacement Project Fund #4452. Vote: Unanimous
- 24-0052 A resolution was adopted to approve an operational transfer from Commissioners Fund #1101112 into Crime Victim/Witness Fund #2245. Vote: Unanimous
- 24-0053 A resolution was adopted to approve operational transfer from County Commissioners' Fund #1101112 into Emergency Services Funds #2264 and #2290. Vote: Unanimous
- 24-0054 A resolution was adopted to approve operational transfer from County Commissioners' Fund #1101112 into Mary Haven Youth Treatment Center Fund #2270. Vote: Unanimous
- 24-0055 A resolution was adopted to approve supplemental appropriations into Local Fiscal Recovery Fund #2211. Vote: Unanimous
- 24-0056 A resolution was adopted to approve supplemental appropriation into the Treasurer's Office Fund 2248. Vote: Unanimous

- 24-0057 A resolution was adopted to approve supplemental appropriation into Common Pleas Court Community Corrections 2227. Vote: Unanimous
- 24-0058 A resolution was adopted to approve supplemental appropriation into Common Pleas Court Community Based Corrections #2289. Vote: Unanimous
- 24-0059 A resolution was adopted to approve supplemental appropriations into Airport Fund #4479. Vote: Unanimous
- 24-0060 A resolution was adopted to approve supplemental appropriation into Workers Comp Fund #6636. Vote: Unanimous
- 24-0061 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Sheriff's Office Fund #11012210. Vote: Unanimous
- 24-0062 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Juvenile Fund #11012600. Vote: Unanimous
- 24-0063 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Telecommunications Fund #11012810. Vote: Unanimous
- 24-0064 A resolution was adopted to approve appropriation adjustment from Commissioners General Fund #11011110 into Emergency Services Fund #11012850. Vote: Unanimous
- 24-0065 A resolution was adopted to approve appropriation adjustments within Commissioners Fund #11011110. Vote: Unanimous
- 24-0066 A resolution was adopted to approve appropriation adjustment within Mary Haven Fund #2270. Vote: Unanimous
- 24-0067 A resolution was adopted to approve appropriation adjustment within Water Revenue Fund No. 5510. Vote: Unanimous
- 24-0068 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 24-0069 A resolution was adopted amending Resolution 24-0002, adopted January 2, 2024, to fix regular session meeting days and times for the Warren County Board of Commissioners. Vote: Unanimous
- 24-0070 A resolution was adopted to modify section 9.11 (3) of the rules and regulations of the Warren County Water and Sewer Department. Vote: Unanimous

DISCUSSIONS

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

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On motion, upon unanimous call of the roll, the Board entered into executive session at 9:04 a.m. to discuss personnel matters required to be kept confidential per federal or state law relative to employee medical claim, specifically, as a health plan to discuss private health information protected by HIPAA pursuant to Ohio Revised Code Section 121.22 (G)(5) and to discuss personnel matters relative to staffing and compensation within the Water and Sewer Department pursuant to Ohio Revised Code Section 121.22(G)(1) and exited at 9:48 a.m.

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Upon motion the meeting was adjourned.

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David G. Young, President

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Tom Grossmann

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Shannon Jones

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 January 9, 2024, in compliance with Section 121.22 O.R.C.

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Krystal Powell, Clerk  
Board of County Commissioners  
Warren County, Ohio

# Proclamation

*From the Office of the Board of County Commissioners  
Warren County, Ohio*

**HONOR SERGEANT BRANDON LACY ON THE  
OCCASION OF HIS RETIREMENT AND PROCLAIM JANUARY 31, 2024 AS  
"SERGEANT BRANDON LACY DAY"  
IN WARREN COUNTY**

*WHEREAS, Sergeant Brandon Lacy is an outstanding public servant of Warren County who has devoted himself to the safety of the residents of Warren County and his fellow members of the Warren County Sheriff's Office; and*

*WHEREAS, after graduating from Lebanon High school Brandon Lacy joined the Warren County Emergency Police Volunteer Program; and*

*WHEREAS, in May of 1995 Brandon graduated from the Miami Township Basic Peace Officer Training Academy and was appointed as a Special Deputy Sheriff at the Warren County Sheriff's Office; and*

*WHEREAS, Sergeant Lacy was hired as a Deputy Sheriff for the Warren County Sheriff's Office on February 24, 1997, where he was assigned to Road Patrol; and*

*WHEREAS, Brandon was promoted to Rank of Sergeant on July 27, 2001; and*

*WHEREAS, on January 21, 2006, Brandon Lacy was assigned to the Criminal Investigation Section; and*

*WHEREAS, Brandon was assigned to the Warren County Drug Task Force, where he served as an Evidence Technician and a Field Training Officer; and*

*WHEREAS, Sergeant Lacy has received several awards and commendations, recognizing him for his performance at the Warren County Sheriff's Office and was the recipient of the Errol D. Butt Law Enforcement Award; and*

*WHEREAS, Sergeant Lacy is being honored on the occasion of his retirement from the Warren County Sheriff's Office for over 27 years of dedicated and loyal service to the citizens of Warren County, Ohio, and it is the desire of this Board to honor him on this special occasion;*

*NOW THEREFORE BE IT RESOLVED, to honor Sergeant Brandon Lacy and recognize him on this memorable occasion by proclaiming January 31, 2024 as:*

**"SERGEANT BRANDON LACY DAY"**

*in Warren County and extend our best wishes as he begins this new phase in his life.*

*IN WITNESS WHEREOF, we have hereunto subscribed our names and caused the seal of Warren County to be affixed at Lebanon, Ohio this 16<sup>th</sup> day of January in the year of Our Lord, Two Thousand Twenty-Four.*

**WARREN COUNTY BOARD OF COMMISSIONERS**

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*David G. Young, President*

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*Tom Grossmann*

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*Shannon Jones*



**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

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*Telephone (513) 695-1250  
Facsimile (513) 695-2054*

**TOM GROSSMANN  
SHANNON JONES  
DAVID G. YOUNG**

January 16, 2024

Mr. Pat Moeller  
Chair, Region 14 Board of Directors  
345 High Street, 3<sup>rd</sup> Floor  
Hamilton, OH 45011

Dear Chair Moeller:

We write to appoint Susan Walther as the representative of the County Commissioners to the Region 14 Board of Directors. Ms. Walther serves as Deputy County Administrator for Warren County and comes with an extensive background in addressing the impacts of the opioid epidemic on our communities. Previously, Ms. Walther served as the Director of Warren County Children's Services and was Clermont County's Director of Job and Family Services. Ms. Walther comes with 23 years of leadership experience serving children and families, many of whom have been exposed to the effects of substance abuse.

We are confident that Ms. Walther will be a great asset to the Board and will represent the needs of Warren County and the entire region.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO

David G. Young, President

Tom Grossmann, Vice President

Shannon Jones





**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,  
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Susan Walther DEPARTMENT: BOCC

\*POSITION: Deputy Administrator DATE: 1/9/24

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING  CONVENTION  ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION   
TRAINING MORE THAN 250 MILES

PURPOSE:

NACo Annual Legislative Conference

LOCATION:

Washington DC

DATE(S): February 9-13, 2024

TYPE OF TRAVEL: (Check one)

AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: \$2000

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

[Signature] 1/9/24  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

\_\_\_\_\_



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,  
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\*NAME OF ATTENDEE: Traci Stivers DEPARTMENT: Workforce Development Board

\*POSITION: Director of Community Relations DATE: January 5, 2023

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING  CONVENTION  ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION   
TRAINING MORE THAN 250 MILES

**PURPOSE:**

National Association of Workforce Boards Annual Conference - Education & Networking

**LOCATION:**

Washington Hilton, Washinton DC

DATE(S): March 22- 25

TYPE OF TRAVEL: (Check one)

AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING: Washington Hilton

ESTIMATED COST OF TRIP: 1200.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

Sabato Consiglio, Fiscal Agent 1/19/2024  
Signature/Title Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

\_\_\_\_\_



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,  
CONVENTION OR TRAINING SEMINAR/SESSION**

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\*NAME OF ATTENDEE: David Fornshell DEPARTMENT: Prosecutor's Office

\*POSITION: Prosecuting Attorney DATE: 1/8/2024

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING  CONVENTION  ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION   
TRAINING MORE THAN 250 MILES

PURPOSE:

Monthly OPAA Legislative and Executive Committee Meetings

LOCATION:

Columbus, OH

DATE(S): January - December 2024

TYPE OF TRAVEL: (Check one)

AIRLINE  STAFF CAR  PRIVATE VEHICLE  OTHER

LODGING:

ESTIMATED COST OF TRIP: Parking \$50 per month

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

David Fornshell 1-8-24  
Signature/Title Date  
Prosecuting Attorney

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\_\_\_\_\_  
Commissioner Date

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

\_\_\_\_\_



**REQUEST FOR AUTHORIZATION TO ATTEND ASSOCIATION MEETING,  
CONVENTION OR TRAINING SEMINAR/SESSION**

This form is to be completed by Department Head/Elected Official requesting authorization to attend an Association Meeting or Convention or Training Seminar/Session sponsored by an Association as required by O.R.C. Section 325.20. Additionally, authorization is required for any training seminar/session held more than 250 miles from county campus;

\*NAME OF ATTENDEE: Thomas Naumovski DEPARTMENT: Sheriff's Office

\*POSITION: Sergeant DATE: 1/3/24

REQUEST FOR AUTHORIZATION FOR THE ABOVE-NAMED EMPLOYEE/ELECTED OFFICIAL TO ATTEND THE FOLLOWING:

ASSOCIATION MEETING      CONVENTION      ASSOCIATION SPONSORED TRAINING SEMINAR/SESSION  
TRAINING MORE THAN 250 MILES

PURPOSE:  
Attend training related to his job duties.

LOCATION:  
Fairfax, VA

DATE(S): 3/4/24-3/8/24

TYPE OF TRAVEL: (Check one)

AIRLINE      STAFF CAR       PRIVATE VEHICLE      OTHER

LODGING: Hilton Fairfax

ESTIMATED COST OF TRIP: \$2000.00

I CERTIFY THAT DIRECTION HAS BEEN GIVEN TO ALL EMPLOYEES ATTENDING THIS FUNCTION, THAT IT IS EXPECTED OF THEM TO ATTEND APPLICABLE SESSIONS.

DEPARTMENT HEAD/ELECTED OFFICIAL REQUESTING AUTHORIZATION:

[Signature] Sharrif      01/03/2024  
Signature/Title      Date

BOARD OF COMMISSIONERS' APPROVAL:

\_\_\_\_\_  
Commissioner      Date

\_\_\_\_\_  
Commissioner      Date

\_\_\_\_\_  
Commissioner      Date

RECEIVED 01/03/2024

JFNS 24

\*If additional employees will be attending the Association Meeting, Convention or Training Seminar/Session please list names and positions here:

\_\_\_\_\_