



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

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

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

MINUTES: Regular Session – May 11, 2021

The Board met in regular session pursuant to adjournment of the May 4, 2021 meeting.

David G. Young – present

Shannon Jones – present

Tom Grossmann – present

Tina Osborne, Clerk – present

Minutes of the May 4, 2021 meeting were read and approved.

- 21-0611 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for Kendra Hall within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 21-0612 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Britne Wilmer within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 21-0613 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Brook Irwin within the Warren County Department of Job and Family Services, Children Services Division. Vote: Unanimous
- 21-0614 A resolution was adopted to approve end of 365- day probationary period and approve a pay increase for Michael Gladwell within the Warren County Building and Zoning Department. Vote: Unanimous
- 21-0615 A resolution was adopted to cancel regularly scheduled Commissioners' Meeting of Thursday, May 13, 2021. Vote: Unanimous
- 21-0616 A resolution was adopted to enter into contract with the Lake Erie Construction Company for the Guardrail Replacement FY21 Project. Vote: Unanimous

- 21-0617 A resolution was adopted to enter into an engineering services contract with Ribway Engineering Group, Inc. on behalf of the Warren County Engineer. Vote: Unanimous
- 21-0618 A resolution was adopted to extend the request for proposals for Medical Services for the Warren County Jail. Vote: Unanimous
- 21-0619 A resolution was adopted to advertise for bids for the FY20 South Lebanon / Union Township- Lebanon Road Improvement CDBG Project. Vote: Unanimous
- 21-0620 A resolution was adopted to authorize the filing of applications with the Federal Transit Administration for Coronavirus Response and Relief Supplemental Appropriation Act of 2021 funds for Warren County Transit Service. Vote: Unanimous
- 21-0621 A resolution was adopted to approve and authorize the President of this board to sign requests for release of funds and certification, form 7015.15 as it relates to Environmental Reviews for FY2021 Community Developmental Block Grant (CDBG) Projects. Vote: Unanimous
- 21-0622 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 21-0623 A resolution was adopted to approve and enter into an agreement with Trans Union, LLC for pulling yearly credit reports for foster children in the custody of Warren County Children Services. Vote: Unanimous
- 21-0624 A resolution was adopted to approve and enter into an agreement with Experian Information Solutions, Inc. for pulling yearly credit reports for foster children in the custody of Warren County Children Services. Vote: Unanimous
- 21-0625 A resolution was adopted to approve change order No. 1 to the contract with American Boring Inc. for the construction of the Township Line Road Rural Waterline Project. Vote: Unanimous
- 21-0626 A resolution was adopted to approve emergency repair to Blower #7 located at the Little Lower Miami Wastewater Treatment Plant. Vote: Unanimous
- 21-0627 A resolution was adopted to enter into an agreement with The Preview Group, Inc. to provide the Warren County Building Department with building inspector services. Vote: Unanimous
- 21-0628 A resolution was adopted to authorize the acceptance of quote from Business Communications for virtual licenses and support for Lytle Tower. Vote: Unanimous

- 21-0629 A resolution was adopted to authorize the Director of Facilities Management to initiate negotiations of a criteria services architect services contract with VSWC Architects for the Warren County Court Expansion Project. Vote: Unanimous
- 21-0630 A resolution was adopted to acknowledge receipt of April 2021 Financial Statement. Vote: Unanimous
- 21-0631 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 21-0632 A resolution was adopted to approve a street and appurtenances (including sidewalks) bond release for Fischer Development Company for completion of improvements in Miami Bluffs, section seventeen situated in Hamilton Township. Vote: Unanimous
- 21-0633 A resolution was adopted to approve Bluffton Terrace Drive and Indian Bluffs Circle in Miami Bluffs, Section seventeen for public maintenance by Hamilton Township. Vote: Unanimous
- 21-0634 A resolution was adopted to approve a street and appurtenances (including sidewalks) bond release for Fischer Development Company for completion of improvements in Miami Bluffs, section sixteen situated in Hamilton Township. Vote: Unanimous
- 21-0635 A resolution was adopted to approve Silvertip Court in Miami Bluffs, section sixteen for public maintenance by Hamilton Township. Vote: Unanimous
- 21-0636 A resolution was adopted to approve a subdivision public improvement performance and maintenance security release with M/I Homes of Cincinnati, LLC for Kerrisdale Subdivision, section 2, situated in Deerfield Township. Vote: Unanimous
- 21-0637 A resolution was adopted to authorize signatures of owners consent and dedication relative to replat of Warren County Government Center. Vote: Unanimous
- 21-0638 A resolution was adopted to approve various record plats. Vote: Unanimous
- 21-0639 A resolution was adopted to accept an amended certificate and approve supplemental appropriation into local Coronavirus relief Fund #2210. Vote: Unanimous
- 21-0640 A resolution was adopted to approve an operational transfer from Commissioners Fund # 11011112 into Human Services Fund #2203. Vote: Unanimous
- 21-0641 A resolution was adopted to approve operational transfer from Commissioners Fund #11011112 into Child Support Enforcement Agency Fund #2263. Vote: Unanimous

- 21-0642 A resolution was adopted to approve an appropriation adjustment from Commissioners General Fund #11011110 into Juvenile Court- Fiscal Fund #11012500. Vote: Unanimous
- 21-0643 A resolution was adopted to approve an appropriation adjustment within the Clerk of Courts Certificate of Title Administration Fund #2250. Vote: Unanimous
- 21-0644 A resolution was adopted to approve an appropriation adjustment for Warren County Common Pleas Court Community Based Corrections Donation #2288. Vote: Unanimous
- 21-0645 A resolution was adopted to approve an appropriation adjustment and a supplemental appropriation within Common Pleas Court Community Based Corrections #2289. Vote: Unanimous
- 21-0646 A resolution was adopted to approve an appropriation adjustment within the Water Revenue Fund #5510. Vote: Unanimous
- 21-0647 A resolution was adopted to approve an appropriation adjustment within the Sewer Revenue Fund #5580. Vote: Unanimous
- 21-0648 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 21-0649 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 21-0650 A resolution was adopted to approve and authorize Warren County Administrator to sign and submit the US Department of the Treasury Additional Emergency Covid- 19 Rental Assistance and the New Coronavirus State and Local Fiscal Recovery Funds Acceptance of use of award terms and completed payment information. Vote: Unanimous
- 21-0651 A resolution was adopted to approve the site plan review application of Union Village Development Company – Lot 13 and 37 in Turtlecreek Township subject to conditions. Vote: Unanimous
- 21-0652 A resolution was adopted to establish a policy relating to facial coverings (masks) in county buildings and facilities owned or operated by the Board of County Commissioners and its departments and agencies, and further allowing elected officials, boards, commissions, and tenants to establish their own policy regarding use of facial coverings (masks) in county owned or operated buildings and facilities occupied by such elected officials, boards, commissions, and tenants. Vote: Mrs. Jones – Nay, Mr. Young – Yea, Mr. Grossmann – Yea.

DISCUSSIONS

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

Tiffany Zindel, County Administrator, was present to discuss additional allocations to Warren County through both the Coronavirus Local Fiscal Recovery Fund and the Rental Assistance Program.

Mrs. Zindel discussed some possibilities of eligible projects and the need to adopt authorizing legislation to accept the funds.

Upon further discussion, the Board resolved (Resolution #21-0650) to approve and authorize Warren County Administrator to sign and submit the US Department of the Treasury Additional Emergency Covid- 19 Rental Assistance and the New Coronavirus State and Local Fiscal Recovery Funds Acceptance of use of award terms and completed payment information.

ADMINISTRATIVE HEARING

SITE PLAN REVIEW APPLICATION OF UNION VILLAGE DEVELOPMENT COMPANY – LOT 13 AND 37 IN TURTLECREEK TOWNSHIP

The Board met this 11th day of May 2021, both virtually and in the Commissioners' Meeting Room, to consider the site plan review application of Union Village Development Company – Lot 13 and 37 in Turtlecreek Township.

Michelle Tegtmeier, Director of Warren County Building and Zoning Department, presented the attached PowerPoint presentation reviewing the site plan to construct seven residential townhomes per lot. She reviewed the floorplan, elevations, parking, landscaping, and lighting as well as the review criteria and department and officials' comments. She then stated her recommendation to approve the site plan review application subject to five (5) conditions.

Troy Messer, Civil Engineer and representative of Union Village Development Company, stated they are working with Warren County and Butler County on a plan for water and sanitary sewer services. He then announced that Union Village has been selected as the site for Dayton Homerama in fall 2021.

The applicant confirmed they have no objection to the five (5) recommended conditions of approval.

There being no one present to speak in favor of or in opposition to said site plan, on motion, the administrative hearing was closed.

Upon further discussion, the Board resolved (Resolution #21-0651) to approve the site plan review application subject to five (5) conditions.

Matt Schnipke, Economic Development, was present for a work session to review an application for tax abatement for the development of 296 acres on SR 63 in Turtlecreek Township (former prison land).

Mr. Schnipke reviewed the proposed conditions of approval to receive the baseline abatement of 10 years at 50% and benchmarks that must be met in order to receive 15 year at 75% maximum allowed abatement. He reviewed the following benchmarks:

1. Building Value or Square Footage--\$116 million in true value or 3 million square feet over a six-year buildout
2. Payroll—Must participate in the proposed Joint Economic Development District (JEDD). He then reviewed the eight-year hiring phase and a proposed \$45 Million cumulative total over the course of development.

Upon discussion, the Board approved staff to proceed with the process based upon the proposed benchmarks.

Commissioner Young discussed his request for the drafting of a policy related to facial coverings for County owned buildings.

Bruce McGary, Assistant Prosecutor, presented the draft policy as follows:

1. A person can choose for themselves to utilize the KN 95 masks that the county will supply.
2. Masks would not be mandatory but optional.
3. Allows each elected official, Board/Commission or outside entity occupying County owned space to determine to require mask or not.

Commissioner Young reviewed the recent public comments from health officials and stated as a building owner, he feels we have the ability to lift the mandate for our properties but allow elected officials and tenants the ability to determine their own requirements.

Commissioner Grossmann reviewed Warren County's most recent statistics as it relates to Covid-19 and stated his desire to adopt the proposed policy but to send a letter to the Governor requesting scientific data of why they should not implement the proposed policy on or before June 1, his desired effective date of the policy.


Mr. McGary stated he will amend his draft resolution to include the most recent statistics as well as a section that included a comment period for the Governor and Ohio Department of Health prior to the June 1 effective date.

Commissioner Jones stated that her position on this matter has not changed.

Upon further discussion, Commissioner Grossmann made the motion to adopt the amended resolution, being seconded by Commissioner Young. Upon roll call, Commissioner Jones voted nay.

Josh Beckmann, Lebanon resident, read various sections of the Ohio Revised Code in speaking in opposition to the mandated facial covering requirement and stated his appreciation for the Board support in questioning the Ohio Department of Health mandate.

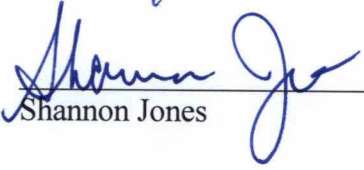
Upon motion the meeting was adjourned.



David G. Young, President

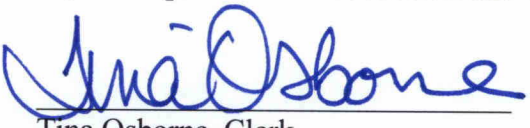


Tom Grossmann



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 May 11, 2021, in compliance with Section 121.29 O.R.C.



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

CASE # 101-2021

Site Plan Review- Union Village Lots 13 & 37

APPLICANT/OWNER/AGENT

Union Village Development Co.
Charles V. Simms Development Corp.

TOWNSHIP

Turtlecreek

PROPERTY LOCATION

ADDRESS

554 N. State Route 741

PIN

Lot 13= 12-24-318-012-0
Lot 37= 12-24-310-010-0

PROPERTY SIZE

Lot 13- 0.3636 Acres, 144 feet of frontage
Lot 37- 0.3636 Acres, 144 feet of frontage

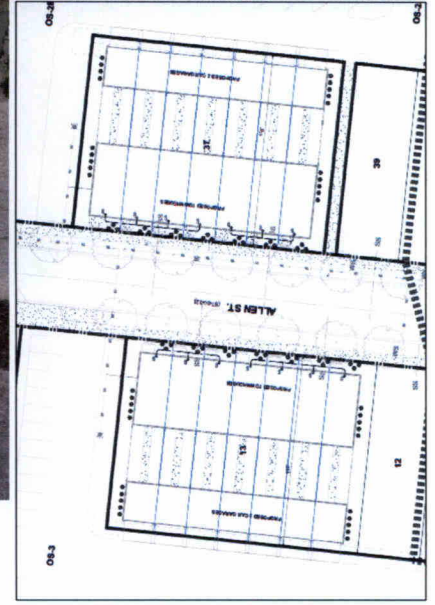
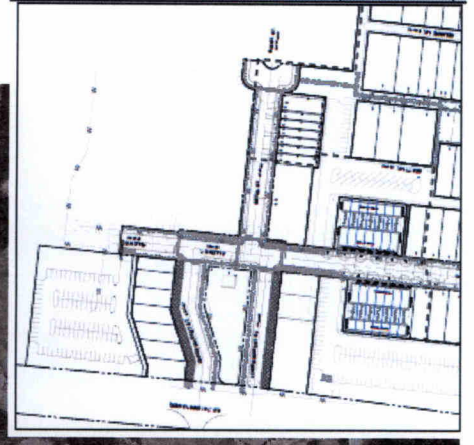
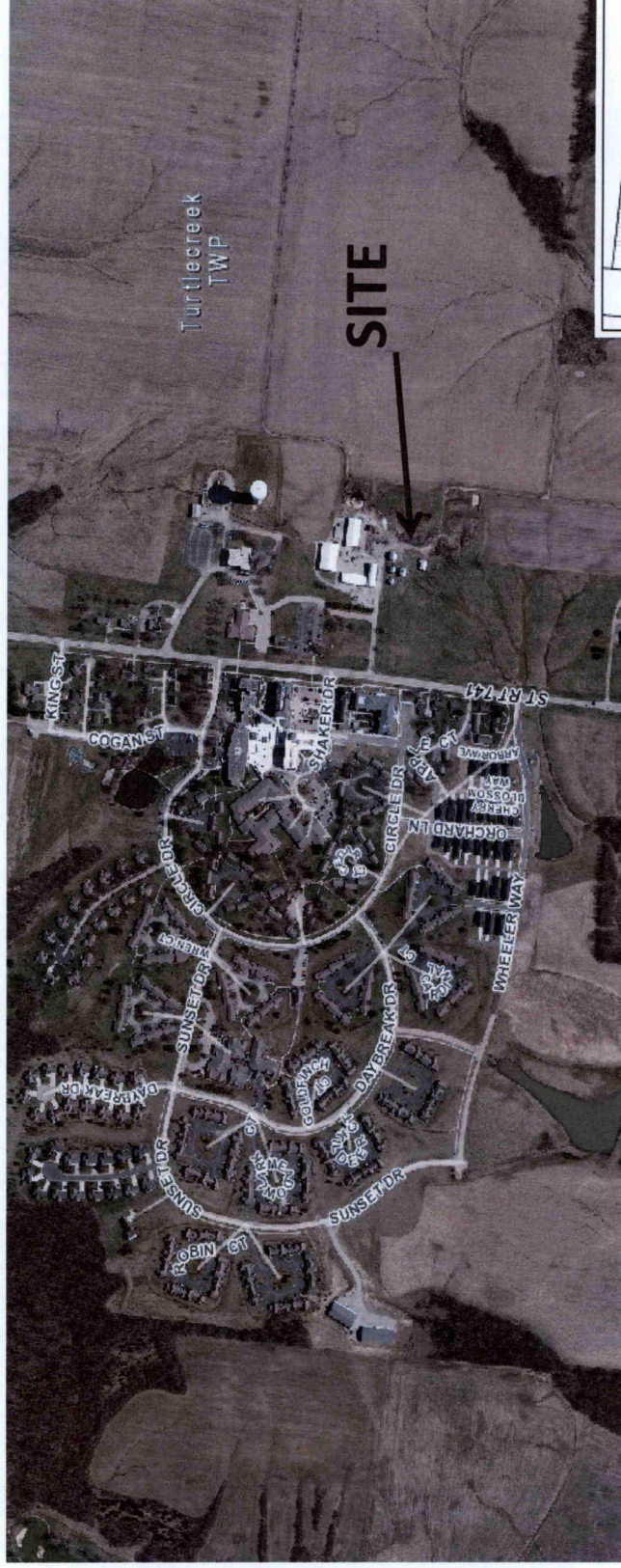
CURRENT ZONING DISTRICT	“PUD” Planned Unit Development
FUTURE LAND USE MAP (FLUM) DESIGNATION	Turtlecreek- Mixed Use Neighborhood
EXISTING LAND USE	Vacant land
SITE PLAN REQUESTED	Development of 7 unit townhomes with 2 car garages for each unit.
ISSUE FOR CONSIDERATION	Compliance with the Union Village-Otterbein PUD Zoning Standards from Resolution 14-1669, dated October 28, 2014.

Site Plan Process for Union Village

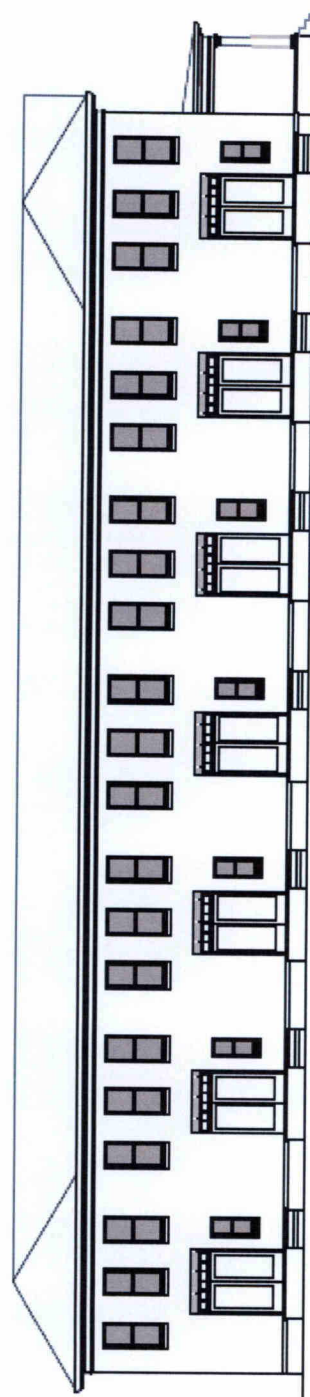
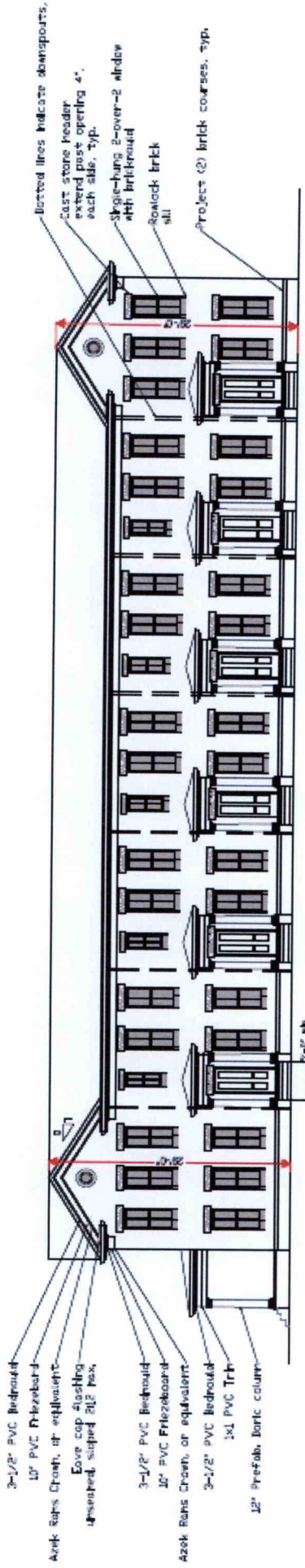
Board of County Commissioners

Aerial Map

101-2021

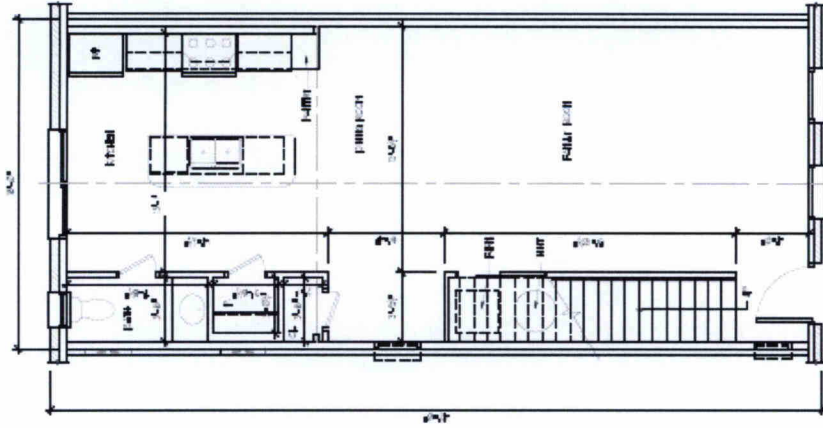


Townhome Elevations

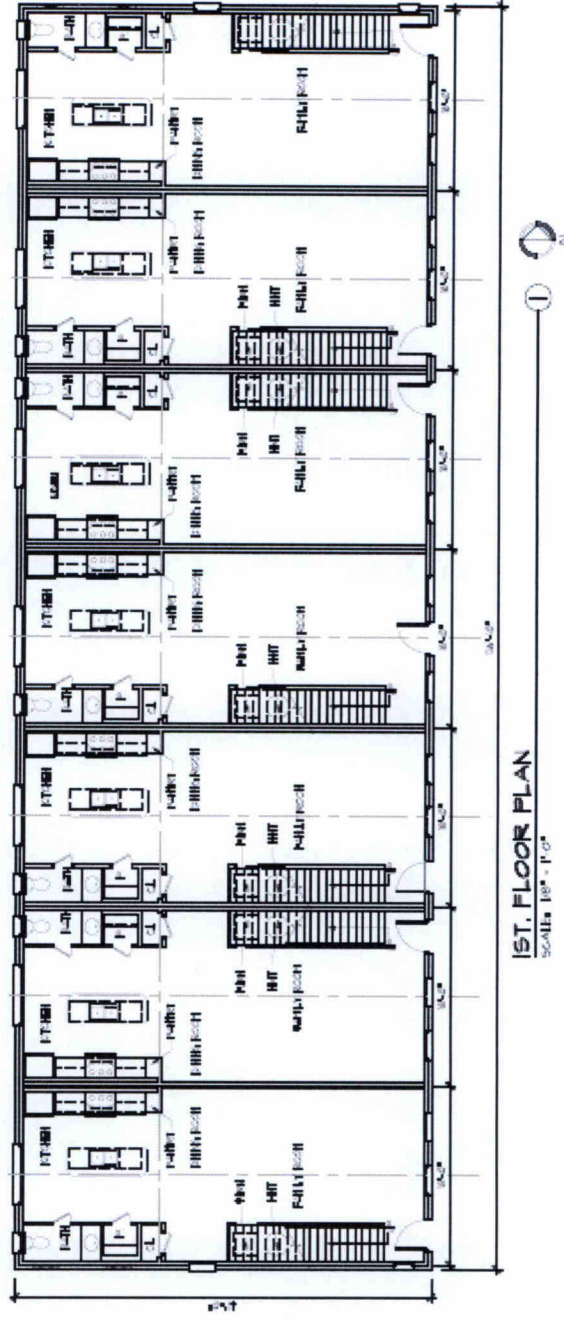


REAR ELEVATION

Townhome Floorplan

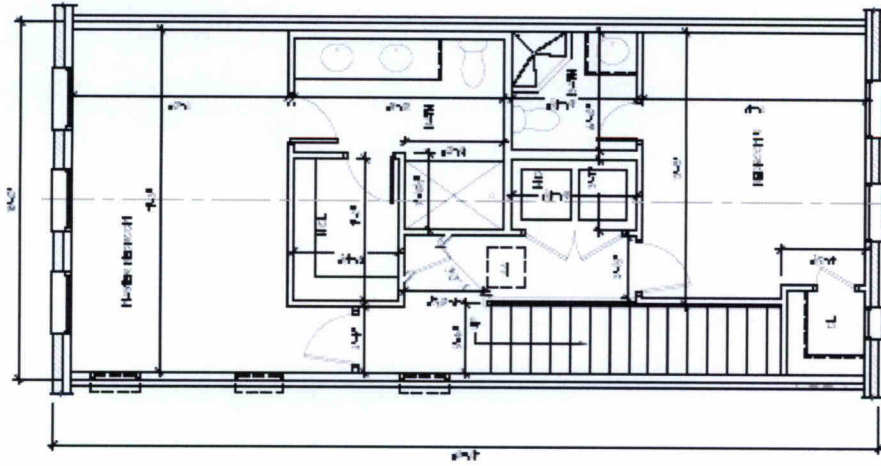


UNIT 1ST. FLOOR PLAN
SCALE: 1/8" = 1'-0"

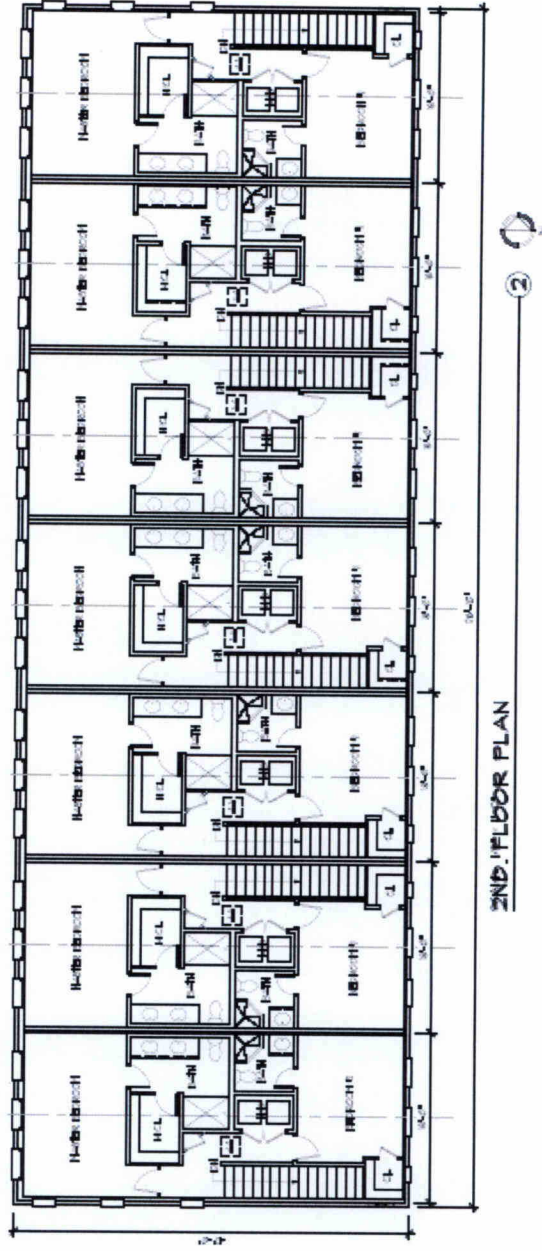


1ST. FLOOR PLAN
SCALE: 1/8" = 1'-0"

Townhome Floorplan

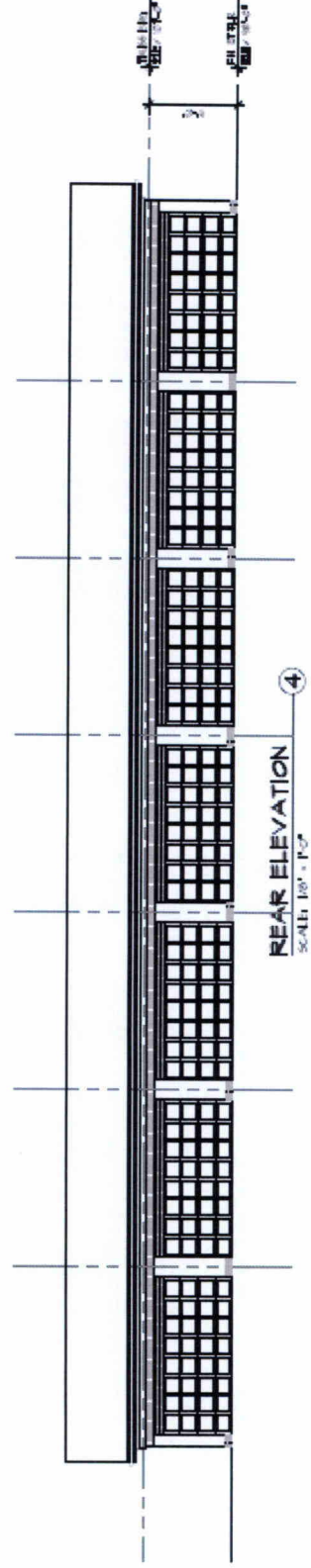
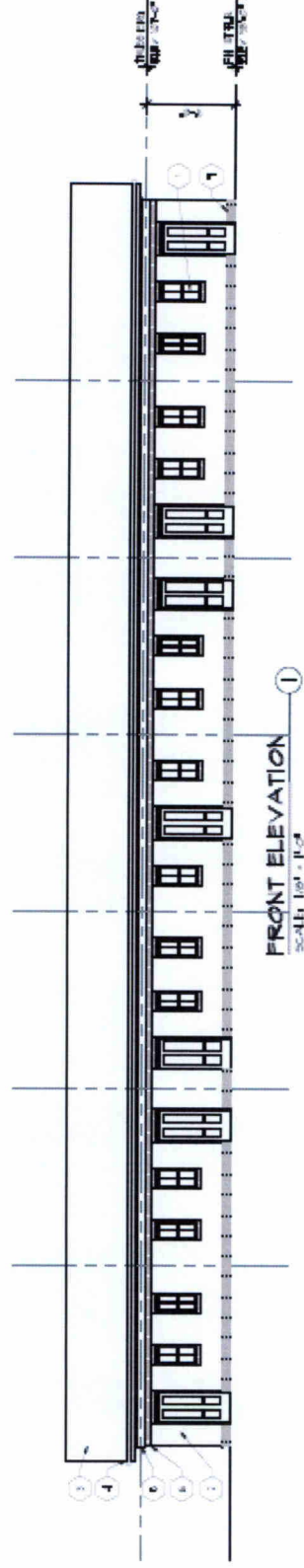


UNIT 2ND FLOOR PLAN 2
Scale: 1/4" = 1'-0"



2ND FLOOR PLAN

Garage Elevations



Development Standards

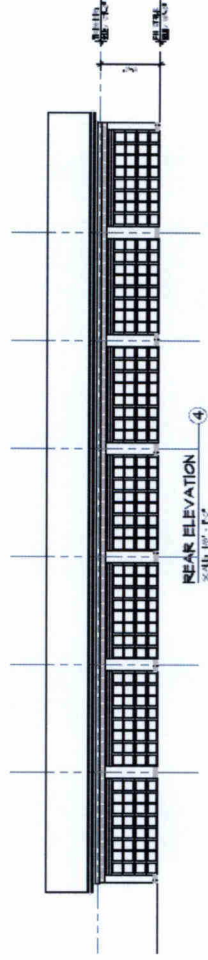
	T3	T4	T5
Lot width		72' min.	72' min.
Lot depth		100' min.	100' min.
Lot area		7,200 s.f. min.	7,200 s.f. min.
Lot coverage by roofs		70% max.	70% max.
Building volume		n/a	n/a
Frontage Setback (primary & secondary)		6'-12'	0'-12'
Side Setback *5		5' min.	5' min.
Rear Setback *6		3' min.	3' min.
% of principal building facade at primary frontage setback		70% min.	70% min.
Encroachments at frontage setbacks		0' max.	0' max.
Encroachments at side setback		0' max.	0' max.
Height of Principal Building *11		4 stories max.	4 stories max.
Height of Backbuilding	Eave of Principal Building max.		
Height of Outbuilding	Eave of Principal Building max.		
Elevation of first floor above grade *14		0' - 2'	0' - 2'
Frontage type(s)		Terrace & Lt. Ct. Stoop Forecourt	Stoop Forecourt

*14. First floor elevation is measured at the point where the lead walk intersects the sidewalk.

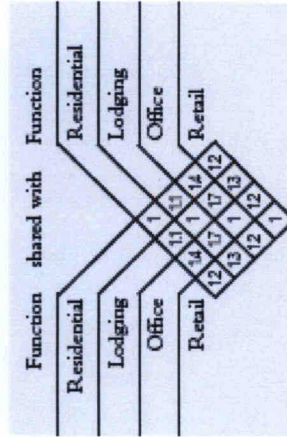
Parking

REQUIRED PARKING

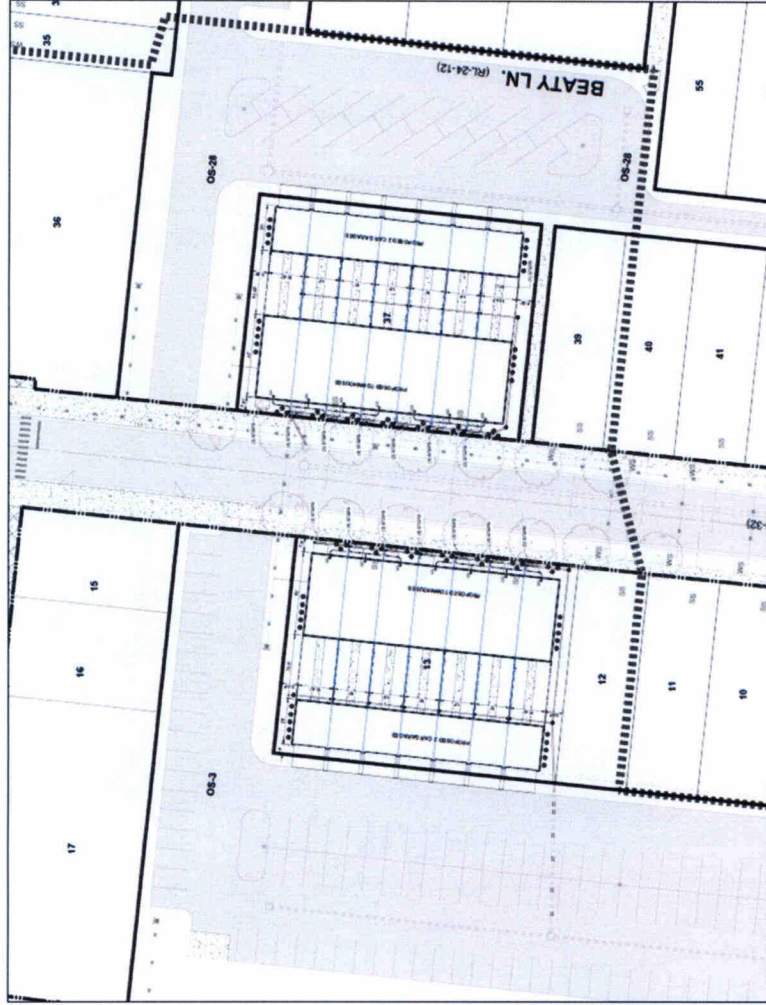
	T2	T3	T4	T5	T6
Residential	2.0 / dwelling	1.5 / dwelling	1.0 / dwelling	1.0 / dwelling	1.0 / dwelling
Lodging	1.0 / bedroom	1.0 / bedroom	1.0 / bedroom	1.0 / bedroom	1.0 / bedroom
Office	3.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.	2.0 / 1000 sq. ft.	2.0 / 1000 sq. ft.	2.0 / 1000 sq. ft.
Retail	4.0 / 1000 sq. ft.	4.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.	3.0 / 1000 sq. ft.
Civic	To be determined by Minor Modification				
Other	To be determined by Minor Modification				



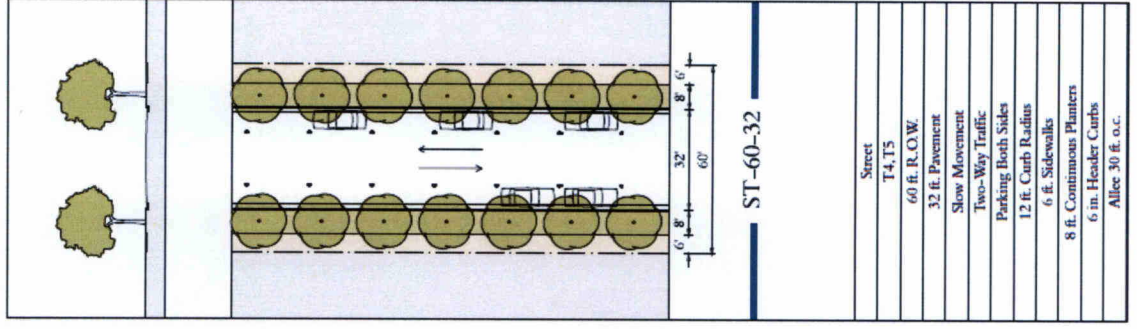
SHARED PARKING FACTOR



Landscaping



Landscaping shall include tree-lined thoroughfares as part of the thoroughfare network. The Plant Type lists 28 each of 18" Taxus Runyani , 24" Burning Bush, and 3-gallon Maiden Grass.

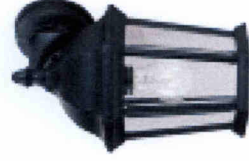
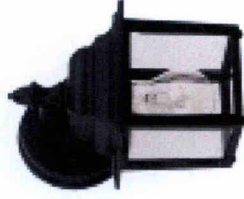


Street	T-4, I5
60 ft. R.O.W.	
32 ft. Pavement	
Slow Movement	
Two-Way Traffic	
Parking Booth Sides	
12 ft. Curb Radius	
6 ft. Sidewalks	
8 ft. Continuous Planters	
6 in. Header Curbs	
Allee 30 ft. o.c.	

Lighting

- Lighting shall be provided by streetlamps and porch lights throughout the neighborhood.

Proposed Lighting



Staff Summary

Location	T5 Neighborhood Zone. The submitted Site Plan meets the requirements of the Zone including setbacks, height, etc.
Parking	The required parking is 1 space per dwelling. Each townhome will have a 2-car garage.
Landscaping	Landscaping Plan comply with the landscaping plan submitted and approved at PUD Stage 2.
Signage	Not applicable for residential homes.
Lighting	Residential lighting to be provided as shown in submittal.
Service Structures	None.

Site Plan Review Criteria

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

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

Also included, the Union Village PUD Zoning Standards.

Reviewing Departments

Site Plans were circulated on April 12, 2021 to the following departments and agencies:

- Warren County Engineer's Office,
- Warren County Water & Sewer Department,
- Warren County Soil & Water Conservation District,
- Warren County Regional Planning Commission,
- Turtlecreek Township Trustees and Fire Department,
- Warren County Combined Health District,
- Warren County Building Department,
- Warren County Sheriff's Office.

Department Comments

- **TURTLECREEK TRUSTEES AND FIRE CHIEF:**

No comments.

- **WARREN COUNTY HEALTH DISTRICT:**

Union Village is served by both sanitary sewer and public water so it would not fall under the health district's jurisdiction for those facets of the development. The applicant or their designee will have to contact the Warren County Health District Plumbing Division if they have not already done so to determine what plumbing permits are required for the proposed dwellings.

Department Comments

- **WARREN COUNTY REGIONAL PLANNING COMMISSION:**

1. Compliance with the standards of Union Village PUD Stage 1, Union Village PUD Stage 2, Union Village PUD Stage 3, the Warren County Rural Zoning Code, and the approved Preliminary Plan.
2. Provide a detailed landscaping plan that includes details such as, the specific types of plants to be used and their sizes.
3. The installation and provision of water utilities shall be to the satisfaction of Warren County.
4. The installation and provision of the sanitary sewer system shall be to the satisfaction of Butler County.
5. Building materials and design shall be consistent with the elevations submitted (Exhibit A) and shall comply with the PUD Stage 2 standards for building materials (pg. 18).

Staff Recommendations

Staff recommends approval subject to the following conditions:

1. Compliance with the standards of Union Village PUD Stage 1, Stage 2, and Stage 3, the Warren County Rural Zoning Code, and the approved Preliminary Plan.
2. The installation and provision of water utilities shall be to the satisfaction of Warren County.
3. The installation and provision of the sanitary sewer system shall be to the satisfaction of Butler County.
4. Building materials and design shall be consistent with the elevations submitted (Exhibit A) and shall comply with the PUD Stage 2 standards for building materials (pg. 18).
5. Submit required plumbing applications to the Warren County Health Department for approval.

Questions?
