

**WEST CHESTER TOWNSHIP
ZONING COMMISSION
March 25, 2024**

MEMBERS PRESENT: Jim Hahn, Larry Whited, Jose Alvarez,
William Brock, Doug Rinnert, Brian Asbrock (not seated)

MEMBERS ABSENT:

STAFF PRESENT: Timothy Dawson, Township Planner
Scott Phillips, FBT; Legal Representation
Katy Kanelopoulos, Interim Community Development Director

LOCATION: Township Hall

CALL TO ORDER: 6:00 p.m.

Mr. Hahn called the meeting to order. Mr. Dawson called the roll. A quorum was established.

Mr. Rinnert announced the passing of former board member, Bruce Fisher. A moment of silence was given.

Mr. Rinnert made a motion to approve the February 21, 2024 minutes, seconded by Mr. Whited. Mr. Dawson called the roll. Motion carried 5-0.

Mr. Hahn made a motion to approve MC01-24 Keefe; Tract 1, Floor and Decor and Resolution No. 24-2. Motion carried 5-0.

Mr. Hahn made a motion to approve FDP 02-24-A Village North; Phase 2 and Resolution No. 24-3. Motion carried 5-0.

Mr. Dawson was sworn in. Mr. Dawson swore in case participants.

FDP 03-24-A Southview – Honerlaw Farm; Honerlaw Estates

The applicant is requesting approval for a Final Development Plan for 43 single family residential lots and 2 open space lots with 2.31 units per acre on a total of 18.6 acres located along McCauly Road, Parcel # M5610-012-000-108

Mr. Dawson presented the staff report including a PowerPoint presentation, aerials, staff comments, and case history.

Action

The West Chester Township Zoning Commission is to recommend approval, approve with modifications, or deny the submitted Final Development Plan unless additional information is deemed necessary to make an informed decision.

Mr. Alvarez asked for clarification regarding the second access way into McCauly.

Mr. Dawson stated the Engineers comments were vague and he would defer to the applicant's explanation as to the emergency secondary access.

Applicant **Brent Wilkins**
 MI Homes

Mr. Wilkens thanked the Board for the opportunity for their case to be heard. He stated that the Honerlaw Estates has been a good project for the community and that he would appreciate for this project to continue. Mr. Wilkens stated that MI Homes had communication with the Engineers Office last week and it sounded like a connection to McCauly Road would be an acceptable solution.

Proponents **None**

Opponents **None**

Neutral **None**

Deliberations

Mr. Brock stated he thought it was pretty straight forward.

Mr. Whited stated he had no concerns since the access road was being worked out.

Mr. Rinnert was fine with the project.

Mr. Alvarez asked for clarification regarding resolution # 6 / retention pond.

Mr. Dawson explained the reasoning.

Mr. Whited made a motion to approve Case # - FDP 03-24-A Southview - Honerlaw Farm; Honerlaw Estates based on staff comments and other agency recommendations. Mr. Rinnert seconded the motion.

Aye: Mr. Alvarez, Mr. Brock, Mr. Hahn, Mr. Rinnert, Mr. Whited

Nay:

Motion carried 5-0

RFDP 03-24-B Bel Haven; Phase 5, Signage

The applicant is requesting approval for (2) two subdivision identification signs located at 7946 Beckett Road. Parcel #: M5620-488-000-050, 051

Mr. Dawson presented the staff report including a PowerPoint presentation, aerials, staff comments, and case history.

Action

The West Chester Township Zoning Commission is to recommend approval, approve with modifications, or deny the submitted Revised Final Development Plan unless additional information is deemed necessary to make an informed decision.

Applicant **David Labus**
 Bel Haven LLC.

Mr. Labus stated the signs are identical to the other two signs on the southern entry into the subdivision.

Proponents **None**

Opponents **None**

Neutral **None**

Deliberations

All Board members were in positive agreement on the project.

Mr. Rinnert made a motion to approve Case # - RFDP 03-24-B Bel Haven; Phase 5, Signage based on staff comments. Mr. Brock seconded the motion.

Aye: Mr. Alvarez, Mr. Brock, Mr. Hahn, Mr. Rinnert, Mr. Whited

Nay:

Motion carried 5-0

Administrative Business:

The next ZC meeting is scheduled for Monday, April 15, 2024 @ 6:00 p.m. This serves as Public Notice for this meeting.

Mr. Hahn adjourned the meeting at 6:21 p.m.

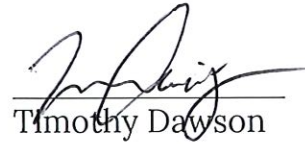
These Minutes do not purport to be the entire record. A complete transcription of these proceedings was taken under supervision of the Secretary from an audiotape and may be obtained upon written request. Any charges for preparing such transcripts shall be borne by the person requesting same and must be prepaid.

Chairman:



Jim Hahn

Secretary:



Timothy Dawson

**WEST CHESTER TOWNSHIP ZONING COMMISSION
BUTLER COUNTY, OHIO
RESOLUTION NO. 24-4
HONERLAW ESTATES - FDP (03-24-A)**

WHEREAS, on July 27, 2021, the West Chester Township Board of Trustees approved a Zoning Map Amendment from R-1A (Suburban Residence District) to R-PUD (Residential Planned Unit Development District) and a Preliminary Development Plan (40-2020) for eighty-five (85) single-family residential lots and five (5) open space lots on approximately 39.2 acres (2.16 units/ acre); and,

WHEREAS, on November 20, 2023, M/I Homes of Cincinnati, LLC. submitted an application requesting a Zoning Map Amendment from R-1A (Suburban Residence District) to R-PUD (Residential Planned Unit Development District) and a Preliminary Development Plan for forty-three (43) single-family residential lots and two (2) open space lots on approximately 18.6 acres (2.3 units/ acre); and,

WHEREAS, on February 21, 2024, M/I Homes of Cincinnati, LLC., submitted an application for a Final Development Plan for forty-three (43) single-family residential lots and two (2) open space lots on approximately 18.6 acres (2.3 units/ acre); and,

WHEREAS, on March 25, 2024, the West Chester Township Zoning Commission conducted a public hearing for the aforesaid application.

NOW, THEREFORE BE IT RESOLVED, that on the basis of the above actions and findings, the West Chester Township Zoning Commission does hereby adopt and affirm this Resolution and the following conditions, in issuing its approval.

- 1.) All recommendations of the Traffic Impact Study shall be coordinated with and meet all Butler County Engineer's Office (BCEO) requirements prior to the issuance of zoning certificate.
- 2.) All site civil engineering plans shall be coordinated with and meet all BCEO requirements prior to a final zoning inspection.
- 3.) All BCEO comments pertaining to the stormwater management shall be coordinated with BCEO and the West Chester Community Services Department and meet all requirements prior to a final zoning inspection.
- 4.) All water and sanitary sewer main installation and sanitary lateral plans shall be coordinated with the Butler County Water and Sewer Department (BCWSD) and meet all requirements prior to a final zoning inspection.

- 5.) The applicant shall coordinate with the West Chester Township Fire Department (WCTFD) at the permitting stage in regard to access ways and internal roadways; connections and locations of fire hydrants; fire lane requirements; and all other applicable building and fire codes, to specifically include the following:
- a.) Residential developments with greater than 30 homes shall have a minimum of two (2) remotely located access points into the development. The submitted plans indicate only one access point entering from Sunstone Drive. An available option to consider if unable to provide the required access is to have each home designed with residential fire sprinkler systems;
 - b.) Proposed street names shall be approved by the West Chester Fire Department prior to final approval by any other agency;
 - c.) All roads shall comply with the turning radii of fire department vehicles. Design templates are available upon request;
 - d.) All roads designed between 20 and 26 feet in width shall be posted "No Parking - Fire Lane" on both sides. Roads designed between 26 and 30 feet shall be posted "No Parking - Fire Lane" on one side only (fire hydrant side);
 - e.) Proposed vegetation and landscaping shall be planted and maintained to not impede operation and use of fire hydrants by excluding a three (3) foot area around and above the fire hydrant. Long term growth shall be maintained so as to ensure a unimpeded height of 13'-6' canopy and no growth into road pathway;
 - f.) Fire Department shall require that all proposed road surfaces shall be maintained in a smooth surface capable of supporting fire department vehicles from the point at which construction begins on proposed homes. There shall be no barriers or obstructions present on or about proposed roads that would impede fire department access in the event of an emergency;
 - g.) Coordinate with the Butler County Water Department to ensure that the water supply system serving the subdivision meets fire flow requirements; and
 - h.) Verify that water mains are appropriately sized and capable of providing sufficient flow and pressure for firefighting purposes;
 - i.) Verify that all homes within the subdivision are clearly marked with visible and legible address numbers to facilitate emergency response. Ensure that street names are clearly marked at intersections and that signage meets relevant standards for visibility, especially during low-light conditions. Road signs shall be installed (temporary or permanent) at the time of initial construction).

- 6.) The retention pond shall be subject to any staff level revisions that may be required by staff to mitigate any detrimental effects to surrounding properties (i.e. waterfowl, insects, etc.).
- 7.) Building setbacks shall be approved as illustrated on the FDP and the additional plan set provided, which is based on the geotechnical report.
- 8.) Architectural plans, including all four (4) building wall elevations and floor plans shall be provided at the permitting stage, which shall be clearly labeled as to the model type on the plans.
- 9.) All buildings shall be consistent with the typical building elevations that were provided, including the following: Front building walls shall contain a minimum of 50% masonry building materials (brick, stone, cultured stone, hardi-panel, etc.)
- 10.) The home owners' association (HOA) shall be responsible for keeping all common features and elements well maintained and free from trash and litter; maintaining all drainage ways to ensure the detention areas perform the designated function; and all landscaping shall be well maintained in good condition and the landscaping surrounding the base of the ground sign located at the site entryway shall be irrigated with a permanent system prior to a final zoning inspection.
- 11.) All open space areas shall be designated as such on the recorded subdivision plat.
- 12.) No subdivision entryway, monument sign shall be permitted.
- 13.) All comments from other reviewing agencies shall be adequately addressed to the satisfaction of the agencies and WCT at the zoning certificate approval process.
- 14.) WCTCDD staff shall be authorized to approve minimal revisions to the approved FDP. Any changes to the plan that are required by other reviewing agencies shall be subject to approval by the WCTCDD staff.
- 15.) The temporary construction access and vehicle staging area shall be coordinated with the BCEO and WCT prior to the issuance of a zoning certificate, which shall be designed to support all construction traffic in all weather conditions. All roadways to access the site shall be maintained free of any dirt, debris, dust, etc. due to the construction of the site.

BE IT FURTHER RESOLVED, that all plats, plans, applications, and other data submitted are hereby incorporated in this approval. This action shall take effect this 25th day of March 2024.

West Chester Township,
Butler County, OH

Chairman:

Secretary:



James Hahn



Timothy Dawson
Township Planner

**WEST CHESTER TOWNSHIP ZONING COMMISSION
BUTLER COUNTY, OHIO
RESOLUTION NO. 24-5
BEL HAVEN; PHASE 5, SIGNAGE – RFDP (03-24-B)**

WHEREAS, on October 24, 2017 the West Chester Township Board of Trustees approved a Zoning Map Amendment from R-1A (Suburban Residence District) to R-PUD (Residential Planned Unit Development District) and a Preliminary Development Plan (29-2017) for 176 single-family residential lots, one (1) lot designated for the construction of a clubhouse, pool, and parking area, and one (1) open space lot designated as potential, future development on approximately 75.02 acres; and,

WHEREAS, on April 16, 2018, the West Chester Township Zoning Commission approved a Final Development Plan (18-7) for Phases 1-3, consisting of eighty-four (84) single-family residential lots, one (1) lot designated for the construction of a clubhouse, pool, and parking area, and four (4) open space lots on approximately 35.8 acres; and,

WHEREAS, on November 21, 2022, the West Chester Township Zoning Commission approved a Final Development Plan (22-11) for Phase 4, consisting of nineteen (19) single-family residential lots and two (2) open space lots on approximately on 5.7 acres; and,

WHEREAS, on February 22, 2023, the West Chester Township Zoning Commission approved a Final Development Plan (23-2) for Phase 5, consisting of twenty-nine (29) single-family residential lots and three (3) open space lots on approximately 17.23 acres; and,

WHEREAS, on February 21, 2024, Bel Haven, LLC. submitted an application requesting a Revised Final Development Plan approval of Phase 5, for two (2) additional, four (4) foot high, twenty-eight (28) square foot, subdivision identification signs located within open space lots 140 and 141.

WHEREAS, on March 25, 2024 the West Chester Township Zoning Commission conducted a public hearing for the aforesaid application.

NOW, THEREFORE BE IT RESOLVED, that on the basis of the above actions and findings, the West Chester Township Zoning Commission does hereby adopt and affirm this Resolution in issuing its approval.

BE IT FURTHER RESOLVED, that all plats, plans, applications, and other data submitted are hereby incorporated in this recommended approval. This action shall take effect the 25th day of March, 2024.

West Chester Township,
Butler County, OH

Chairman:



James Hahn

Secretary:



Timothy Dawson
Township Planner