

Monroe Planning Commission Minutes
February 18, 2020 – 6:00 pm
233 South Main Street, Monroe, Ohio

The Planning Commission of the City of Monroe met in regular session at 6:00 pm on February 18, 2020. The meeting was held at Monroe City Hall.

Call to Order

The meeting was called to order at 6:00 pm by Mr. Morris. Members present were Steve Wood, and Ron Tubbs.

Also present were: Kameryn Jones, Planner; and William Brock, City Manager.

Mr. Tubbs moved to excuse Robert Routson and Dan Clark from the meeting; seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Tubbs moved to amend the agenda to hear the last case for Penske first; seconded by Mr. Wood. Voice vote. Motion carried.

Case No. 2020-2-3—Consideration of a site plan for Penske

A representative from Penske gave a short presentation about their company and vision for the site.

Mr. Wood moved to table Case No. 2020-2-3-Consederation of a site plan for Penske; seconded by Mr. Tubbs. Voice vote. Motion carried.

Mr. Wood moved to bring Case No. 2020-1-1 Consideration of a final plat for Trails of Todhunter Section One, Block A off the table; seconded by Mr. Tubbs. Voice vote. Motion carried.

Case No. 2020-1-1 (tabled): Consideration of a final plat for Trails of Todhunter Section One, Block A.

Mrs. Jones stated that staff did review the last meeting minutes in the context of the decision memo and Planning Commission did require a bond for the recreational trail that was a result of not requiring the sidewalk along Todhunter Road. As such, the applicant will be required to submit a bond prior to the final plat approval in the amount of 130% of the estimate cost. An Engineer's Estimate has been provided for the trail. Staff is working in conjunction with the applicant and City legal counsel to complete an appropriate conservation easement that will be completed prior to final plat approval. Staff has reached out to the Postal Service and has submitted a waiver for the cluster boxes that they now require. We anticipate an answer within the next two weeks. We have contacted Duke regarding the placement of an additional street light closer to Todhunter Road. We have not received a response to date, however, a light does exist in proximity to the entrance. As directed by Planning Commission, staff will continue to explore the possibility of a subdivision light near the entrance.

Staff recommends Planning Commission give a favorable recommendation to City Council for this final

plat with the following conditions: Digital files compatible with City GIS be submitted. Conservation easement language be approved by Staff and City legal counsel. Homeowners Association documents be provided as required upon completed conservation easement language. Staff will grant final approval of the landscape plan submitted by the applicant. The Engineer's Estimate provided for the 10' multiuse path will be reviewed and approved by Public Works and bonding will be submitted based on the approved cost. Final staff approval of cluster mailbox locations if individual mailboxes are not permissible locations, which may involve encroachment into the open space/conservation areas. Staff notes the applicant may be required to accommodate ADA requirements including additional sidewalk or other access if cluster box units are required. An additional subdivision light be added closer to the Todhunter entrance unless Duke Energy indicates an issue preventing such installation. All other staff and Department comments be met.

Mr. Tubbs moved to approve a favorable recommendation to City Council for Case No. 2020-1-1 Consideration of a final plat for Trails of Todhunter Section One, Block A with the following conditions: Digital files compatible with City GIS be submitted. Conservation easement language be approved by Staff and City legal counsel. Homeowners Association documents be provided as required upon completed conservation easement language. Staff will grant final approval of the landscape plan submitted by the applicant. The Engineer's Estimate provided for the 10' multiuse path will be reviewed and approved by Public Works and bonding will be submitted based on the approved cost. Final staff approval of cluster mailbox locations if individual mailboxes are not permissible locations, which may involve encroachment into the open space/conservation areas. An additional subdivision light be added closer to the Todhunter entrance unless Duke Energy indicates an issue preventing such installation. All other staff and Department comments be met; seconded by Mr. Wood. Voice vote. Motion carried.

Case No. 2020-2-2: Consideration of a final plat for Trails of Todhunter Section One, Block B

Mrs. Jones stated that Trails of Todhunter LLC has submitted an application for final plat for Trails of Todhunter Section One, Block B. In March of 2018, the preliminary plat for the Trails of Todhunter subdivision was approved. This final plat will cover approximately 14.3 acres of the 63.5-acre subdivision and will involve the creation of one public road, Nettleton Court, and create 22 single-family lots and 2 open space lots. The average lot width is 65 feet and density is 1.53 units per acre. The average lot size is 8,125 square feet.

Fire Department: No comment at this time. Police Department: No comment at this time.

Public Works Department: Revised the street construction note to incorporate our actual requirements for top course asphalt placement. Please incorporate a drainage and maintenance easement for both box culverts. Some quick suggestions for dimensions have been noted...revise as needed (our intent is to have 10' min from the extents of wing walls on sides and 30' from inlet and outlet of both ends to provide the City with maintenance space for repairs / adding rip rap etc. Revise the record plan to show / note the "no fences / no structures" note on the water main easement between lots 6073 & 6074.

Staff recommends Planning Commission give a favorable recommendation to City Council for this final plat with the following conditions: Digital files compatible with City GIS be submitted. Conservation easement language be approved by Staff and City legal counsel. Homeowners Association documents be provided as required upon completed conservation easement language. Staff will grant final approval of the landscape plan submitted by the applicant. The Engineer's Estimate provided for the 10' multiuse

path will be reviewed and approved by Public Works and bonding will be submitted based on the approved cost. Final staff approval of cluster mailbox locations if individual mailboxes are not permissible locations, which may involve encroachment into the open space/conservation areas. Staff notes the applicant may be required to accommodate ADA requirements including additional sidewalk or other access if cluster box units are required. All other staff and Department comments be met.

Commission was in agreement that potential homeowners should be made aware that this is a conservation subdivision and will hold easements that will have to remain natural and that this will restrict future homeowners from adding structures to or altering properties once houses are built.

Mr. Tubbs moved to approve a favorable recommendation to the City Council for Case No. 2020-2-2 Consideration of a final plat for Trails of Todhunter Section One, Block B with the following conditions: Digital files compatible with City GIS be submitted. Conservation easement language be approved by Staff and City legal counsel. Homeowners Association documents be provided as required upon completed conservation easement language. Staff will grant final approval of the landscape plan submitted by the applicant. The Engineer's Estimate provided for the 10' multiuse path will be reviewed and approved by Public Works and bonding will be submitted based on the approved cost. Final staff approval of cluster mailbox locations if individual mailboxes are not permissible locations, which may involve encroachment into the open space/conservation areas. Staff notes the applicant may be required to accommodate ADA requirements including additional sidewalk or other access if cluster box units are required. All other staff and Department comments be met; seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Tubbs moved to adjourn the meeting at 7:27pm; seconded by Mr. Wood.

Mr. Chesar and Planning Commission discussed a possible preliminary plat for State Route 63 and American Way.

Respectfully submitted by:

Deana England

Executive Assistant/Deputy Clerk of Council