

RECORD OF PROCEEDINGS

Minutes of **MIAMI TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING**

Meeting

BEAR GRAPHICS 800 325 8094 FORM NO 10148

Held

MAY 5, 2021

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The Miami Township Board of Trustees met in a special meeting, on Wednesday, May 5, 2021 for the purpose of hearing Case #577, Luke Reineck, a zoning district change from R-1 (Residence) to O-1 (Professional Office District), and any other business to come before the Board. Ms. Wolff called the meeting to order and led the Pledge of Allegiance. Mr. Schultz made a motion to appoint Brian Elliff as the Secretary of the meeting, seconded by Ms. Wolff with all voting "AYE". Mr. Elliff called the roll and Mary Makley Wolff and Karl Schultz were in attendance.

Public hearings: Case #577 Luke Reineck (zoning district change R-1 to O-1) was called and the notice of public hearing was read.

Township Planning & Zoning Administrator Brian Elliff informed the Board that the Clermont County Regional Planning Commission held a hearing on March 23, 2021 on this case and entered a recommendation for approval with two conditions. The conditions were that the two parcels be consolidated and landscaping be installed outside of the right of way.

Mr. Elliff next reported on the recommendation from the Zoning Commission which met April 1, 2021 whereby approval was recommended with four conditions as follows:

1. The parcels shall be consolidated prior to issuing a zoning certificate.
2. The front sidewalk will be constructed so that the south end terminates in right-of-way at south property line, or alternatively, the applicant shall record a construction easement in favor of Miami Township so that future sidewalk may be connected. The easement shall be provided to staff for approval prior to recording, and then recorded prior to issuance of a zoning certificate.
3. Adjust the lighting and include shielding if necessary to attain "0" foot-candles at property line.
4. Add fencing or plantings to west side of the parking lot to serve as a buffer to adjacent residences.

Mr. Elliff next gave a PowerPoint presentation of the Explanation by the Planning & Zoning Administrator for Case #577. He reported the applicant is requesting a zoning district change from R-1 (Residence) to O-1 (Professional Office District).

Mr. Elliff showed the Board a site locator map and reviewed points of location in and around the subject property. He reviewed the surrounding zoning stating there are a variety of zoning districts nearby. He noted the applicant is in the transition area from business to residential zoning.

Mr. Elliff stated the proposal is to re-zone 1.1 acres and there is an existing single family residential structure on the parcel. The structure would be remodeled to a professional office to accommodate the chiropractic office. The building is one-story with approximately 2,200 square feet. It was noted the parking plan would have 13 spaces which meets requirements.

Mr. Elliff presented the site plan and overview for the remodel of the residence. He highlighted the parking field and landscape buffer. He reviewed the land use plan for this area and referenced the parcel was on the border of planning districts. Photos of the property and its surrounding views were shared with the Board.

Mr. Elliff concluded his report and offered to answer any questions from the Board.

Applicant representative Mark Bredemeier with KBA Architects, High Street, Milford, Ohio, spoke on the application and offered to answer any questions.

Mr. Elliff next read correspondence from an adjacent property owner Ann Griffith and received by Fiscal Officer Eric Ferry regarding the application. The letter referred to her request for

MAY 5, 2021

Held _____ 20 _____

fencing to be installed to buffer her property from the applicant's business, which she expressed also when in attendance at the virtual Zoning Commission meeting held April 1, 2021. The letter discussed the conditions having provided for a landscape buffer and her preference to have a fence instead.

There being no additional persons present to speak on the application, the public portion of the meeting was closed.

Mr. Elliff presented the recommendation of the Planning & Zoning Administrator. He reported that staff recommended in Case 577 to adopt a motion to approve the request to re-zone including the four conditions stated in the staff report, as follows:

1. The parcels shall be consolidated prior to issuing a zoning certificate.
2. The front sidewalk will be constructed so that the south end terminates in right-of-way at south property line, or alternatively, the applicant shall record a construction easement in favor of Miami Township so that future sidewalk may be connected. The easement shall be provided to staff for approval prior to recording, and then recorded prior to issuance of a zoning certificate.
3. Adjust the lighting and include shielding if necessary to attain "0" foot-candles at property line.
4. Add fencing or plantings to west side of the parking lot to serve as a buffer to adjacent residences.

Mr. Schultz held discussion with the applicant regarding sanitary sewer requirements. Mr. Bredemeier confirmed that in working with the County, the sewer would be managed by a septic system which will meet requirements.

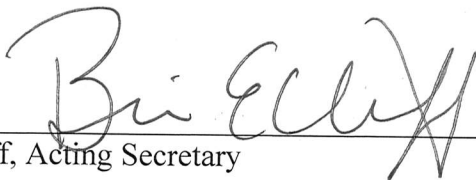
Mr. Schultz made a motion to close the open portion of Case #577, seconded by Ms. Wolff with all voting "AYE".

Further discussion was held regarding the consideration of a fence. Mr. Bredemeier commented that some additional plantings were proposed for the backyard area. Mr. Elliff shared that he understood the applicant was amenable to installing a fence at the parking lot versus the plantings.

Mr. Schultz made a motion in Case #577, to accept the recommendation of the Zoning Commission and approve the re-zoning from R-1 (Residence) to O-1 (Professional Office District) subject to the four conditions as stated in the staff report, seconded by Ms. Wolff with all voting "AYE".

With no further business to come before the Board, the meeting was adjourned.

ATTEST:



Brian Elliff, Acting Secretary



Mary Makley Wolff, Chairperson