

Hamilton Township Trustee Meeting

October 5, 2022

Trustee Board Chairman, Joe Rozzi, called the meeting to order at 6:00 p.m. Mr. Rozzi, Mr. Cordrey and Mr. Sousa were present.

The *Pledge of Allegiance* was recited by all.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the September 21, 2022, Trustee Meeting.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes
	Joe Rozzi	Yes

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the clerk's journal and accept the tapes as the Official Meeting Minutes of the September 26, 2022, Trustee Meeting.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve the bills as presented before the Board.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes
	Joe Rozzi	Yes

Mr. Rozzi presented Ms. Krieger with a proclamation highlight the accomplishments in Ms. Krieger's 6 year career at Hamilton Township.

Presentations

Police Chief Scott Hughes presented two patrol officers: Officer Megan Thomas and Officer Ayden Courtney.

Mr. Rozzi delivered the Oath of Office to formally swear in the new hires as full-time officers of the Hamilton Township Police Department.

After a round of applause, Mr. Rozzi called a brief recess.

Public Comments

Mr. Rozzi opened the floor to public comments at 6:17 pm.

Mr. Marvin Stotz asked how the Schlottman Rd. & 48 Mosque was coming along.

Mr. Sousa stated that is not really progressing at this point and that they have not updated Hamilton Township as to why at this point.

Mr. Stotz asked how the paving of Hemlock Ct. was coming?

Mr. Centers stated that when they met that it was 6 years out before the paving could be started.

Mr. Rozzi closed the floor to public comments at 6:20 pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to update Hamilton Township roster as presented to the board.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the proposed position.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

Human Resources Manager, Ms. Kellie Krieger, requested a motion to update the Foreman position as presented to the board.

Roll call as follows:	Mark Sousa	Yes
	Darryl Cordrey	Yes
	Joe Rozzi	Yes

Public Hearing

Mr. Yoder stated that there are two zoning related hearings on the agenda. The first is Kroger PUD stage 3 and the second is St. Zachary's Haven major modification.

Swearing in of Staff and Township residents occurred.

Staff Report was given by Ms. Gehring for Kroger Stage 3 PUD

Owner: Maria Rombes and Terry Knecht.

Applicant: Anne McBride, 5721 Dragon Way, Suite 300, Cincinnati, OH 45227

Spokespersons: Anne McBride

Location: Parcel ID: 16064000140-6186 South State Route 48, Maineville, OH 45039

Parcel ID: 16064000170-6216 South State Route 48, Maineville, OH 45039

Parcel ID: 16064000180-South State Route 48, Maineville, OH 45039

Parcel ID: 16052260011-6274 South State Route 48, Maineville, OH 45039

Parcel ID: 16052260012-South State Route 48, Maineville, OH 45039

Size: 22.6 acres

Zoning: B-2 General Business PUD

Request: Approval of the PUD Stage 3 Final Site Plan Review

Project Description: Kroger has obtained an option to purchase 5 parcels totaling 22.6 acres, located on the east side of State Route 48, south of Grandin Road in Hamilton Township, Warren County, OH. The plans include a 123,722 square foot Kroger Marketplace Store as well as a Kroger Fuel Center with 9 pumps and 3 commercial outlots for future development. Each of the three outlots are approximately .95 acres and will require their own zoning certificates before occupancy.

Access for the development would be from an extension of Grandin Road to the north as well as a proposed extension of Towne Center Blvd. to the South. The development would include a pharmacy drive-thru on the northern side of the building, with two service lanes and stacking for five cars. The drive-thru area is also planned for a financial institution.

Current Zoning is as follows:

North: B-1/B-2 Neighborhood Business/General Business

South: B-2 General Business

East: B-2/R-2 General Business/Two Family Residence

West: B-1/B-2 Neighborhood Business/General Business

Signage: sizing shall be established during the PUD review process but will be approved via separate zoning certificate.

Parking: Chapter 7 of the HTZC outlines rules on parking, loading and circulation that shall be followed. Table 7-1 sets the required number of parking spaces for Retail and Service Commercial Use at 1.0 space per 250 square feet. A total of 15 online pickup spaces are proposed on the north side of the building. The Kroger store would be serviced by 611 parking spaces to include 20 handicap spaces, located at the front of the store. This does exceed the minimum requirement of 495 spaces.

Mobility and sidewalks: The applicant is proposing that a 6' public walk will be installed along the Kroger Frontage on State Route 48. This walk will be extended along the frontage of each outlot at the time they are developed. The plans do show that the 6' public walk will extend onto Towne Center Blvd. just to the west entrance site where there will be an internal connection from the Kroger store.

Stage 2 Preliminary Plans that were approved at the August 3, 2022 Trustee Meeting show that open space is proposed at approximately 37% of the site not including the 3 commercial outlots. This does exceed the minimum requirement of 15% per HTZC Chapter 5.6.3.B.

Landscaping: Chapter 8 reviews landscaping requirements for new developments. The applicant is proposing to install more than the required amount of landscaping throughout the development with the intent to preserve as much of the existing trees and vegetation at the northeast property line, and the east property line.

Lighting: A detailed lighting plan showing a photometric analysis throughout the site has been completed and meets Hamilton Township's Zoning requirements. The applicant will be installing LED lights throughout the site to the height of 15 feet max. in non-vehicular pedestrian areas and 25 feet max. within a parking lot.

Partner Organizations:

Warren County Engineer's Office Conditions;

- 1.) Access permits are required from both ODOT for the proposed Towne Center Blvd connection to SR 48 and Warren County Engineer's Office for the Grandin Road and internal streets.
- 2.) Additional lanes are necessary between SR 48 and the west drive for the Kroger's and outlots as shown on the site plan. The typical street section in the Warren County Thoroughfare Plan include R/W to 9.5 feet minimum behind the curb and gutter and a 15-foot public utility easement both sides of the street. The final right-of-way width required in this section to accommodate future utilities, roadside signage and grading will be determined after consultation with the design engineer.
- 3.) The Warren County Engineer's Office considered and agreed to modifications in the proposed roadway network shown in the Warren County Thoroughfare Plan and Hoptown 2010 to balance public transportation needs with the associated benefits/impacts to the proposed development. Modifications included i) the elimination of the Grandin Road extension to Town Center Boulevard, and ii) deferring Owner's construction of the segment of Towne Center Boulevard between the east site drive to the east line of the development. To facilitate the future construction of the remaining portion of Towne Center Boulevard (by others), the Owner will provide the construction plans for Towne Center Boulevard construction from SR 48 to the east Kroger driveway, and will provide preliminary drawings (line/grading/typical) for the future extension of

Towne Center Boulevard to the east property line for the development, and provide right-of-way and cross-access easement in conformance with the 2010 Hoptown Plan along with any associated grading and drainage easements necessary for the proposed construction of Towne Center Boulevard in this phase and the future phase. Notably, a tax increment financing agreement between the Owner and Hamilton Township is anticipated to fund the majority, if not all, of the design and improvements described herein.

- 4.) Grading behind the curb and gutter to meet the clear zone recommendations that are recommended in the ODOT location & design manual.
- 5.) Sidewalk may be extended along SR 48 with each outlot provided that the side grading plan will include enough detail in the design of the future walk to ensure that the walk will be constructed with each outlot so that the finished walk is constructed along a location and profile meeting ADA standards. The minimum sidewalk width is 6-ft where the proposed walk is situated closer than 2-ft from back of curb/gutter.
- 6.) Final design of the storm water facilities to meet Warren County Storm Water Management design standards.

Ohio Department of Transportation;

- Staff is not aware of any conditions at this time.

Warren County Soil & Water Conservation District;

- 1.) An Earth Disturbing Permit will be required before construction can commence on this project.
- 2.) An environmental assessment will be required for jurisdictional determination of the existing water bodies on site. Additional permits or approvals may be required base on those results.

Warren County Health Department and/or Ohio EPA

- 1.) The proposal indicates that the properties will be served by both public sewer and public water and is therefore not under the health districts jurisdiction for those utilities. Prior to building the facility, the property owner will need a food service plan review with the Warren County Health District's Environmental Health Division. In addition, the property owner will need to contact the Warren County Health Districts Plumbing Division to obtain any necessary permits.

Staff recommended approval of the Kroger PUD stage 3 Final Site Plan subject to the following conditions:

- 1.) Compliance with all Warren County partner organization conditions.
- 2.) Compliance with ODOT conditions
- 3.) Compliance with any Ohio EPA conditions.

Applicant Ann McBride came forward to say that as Ms. Gehring said their stage 3 plan is 100 percent consistent with their stage 2 plan that was approved. However, the only difference is that they are no longer going to be including a financial institution that was on the stage 2 plan. Ms. McBride mentioned that as far as scheduling goes they are a little bit dependent on the road way constructions but they hope to start construction in 2023 and have the store open before the Holidays in 2024.

Mr. Sousa asked if Kroger owns the outlots or if they will sell them off?

Ms. McBride said they have a separate division that handles the outlots. However, they will typically sell them off.

No one in favor of the project came forward to speak.

No one opposed of the project came forward to speak.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the site plan as proposed

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes
	Joe Rozzi	Yes

St. Zachary's Haven, A revised stage 2 PUD

Applicant: Donna Pike, 6761 Adena Circle, Maineville, OH 45039

Spokesperson: Donna Pike

Location: 3364 State Route 22 & 3, Morrow, OH 45152

Size: 12.13 total acres

Zoning: R-3 Multi-Family PUD

Request: The applicant is requesting a modification to the previously approved Stage 2 PUD plans to increase the size of the proposed pole barn used for community services. The size is increasing 600 sq. ft. to 2560 sq. ft. (40 by 64) not including the porch or the lean-to. The applicant states that this change is necessary due to state requirements which have a minimum square footage needed for 15 residents. The proposed building has a men's and women's restroom, a large meeting space, a storage closet, a large storage area with a garage door, a horse stall, 200 sq. ft. porch and a 768 sq. ft. lean-to for outdoor storage totaling 3528 sq. ft. No other previously approved buildings are changing.

Area Summary: St. Zachary's Haven was granted rezoning from M-2 Heavy Industrial to R-3 Multi-Family PUD by the Trustees on June 2, 2021. Stage 2 and 3 final plans for the facility were approved August 4, 2021.

This facility to assist those struggling with addiction to transition: to work with their hands (farming, animal husbandry, carpentry, etc.); to build spiritual, emotional and physical roots to help them grow; and learn how to transition into life. This will not be a detox or treatment facility but a safe place of healing and restoration for our guests to transition into mainstream life.

Ms. Gehring mention that the Board of Trustees deemed this revision as a Major Modification which did require this project to go back through a series of zoning steps. Including the Warren County Regional Planning Commission as well as Zoning Commission before bringing this before the board again.

Ms. Gehring read the comments from Partner Organizations:

Warren County Regional Planning Commision heard this revision at their August 25th, 2022 Executive Committee meeting. With a vote of 11 yes, 0 no, and 1 abstention, they recommended approval of the revised Stage 2 PUD plans subject to the following conditions:

- 1.) The development shall comply with Hamilton Township Zoning Code and the PUD standards approved at PUD stage 1 in Exhibit A.
- 2.) The existing on-site septic system shall be reviewed by the Warren County Health Department or the Ohio EPA to ensure the proposed use can be supported. Any improvements deemed necessary shall be done to the satisfaction of the Warren County Health Department or the Ohio EPA.
- 3.) The internal vehicle circulation shall be reviewed and approved by the Warren County Engineer's Office.
- 4.) Parking for the future house (K) illustrated on the site plan shall be located behind the building and comply with PUD standards.
- 5.) The main entrance to the homes and community services building shall be ADA complaint.
- 6.) Submit an updated site plan correcting the proposed signage to comply with approved PUD standards.

- 7.) Submit an updated site plan showing all existing and proposed elements from the previous PUD Stage 2 along with the proposed larger community services building and on-site septic system prior to going forward to the Hamilton Township Zoning Commission.
- 8.) Submit an updated site plan showing the “open space easement” shown on the current site plan as an “open space conservation area”.

Ms. Gehring stated that staff is not aware of any additional comments from partner organizations at this time and is therefore recommending Approval subject to the following conditions:

- 1.) Compliance with Warren County Regional Planning Commission conditions.
- 2.) Compliance with Warren County partner organization conditions.
- 3.) Compliance with ODOT conditions.
- 4.) Compliance with any Ohio EPA conditions.

No one in favor of the project came forward to speak.

No one opposed of the project came forward to speak.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve the site plan as proposed

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes
	Darryl Cordrey	Yes

New Business

- Motion: To accept Statutory warranty Deed on property located at Parcel # 17-13-307-003 being known as 0.22 acre on Fryberger Road, Goshen, Ohio.

This motion will allow Hamilton Township to acquire 0.22 acres of land. This land will be transferred from Ms. Iris Wilson and Mr. Timothy Walker to Hamilton Township, Warren County. This Statuary Warranty Deed is recorded with the Warren County Recorder’s Office as 2022-025957.

Mr. Centers explained that this motion is a little unique. It’s a parcel that abuts the train tracks and is land locked by other surrounding properties. He said he does not see a benefit to this property but also does not see harm in accepting the property.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve motion to accept the Statutory Warranty Deed.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes

- Motion: To enter into contract with Valley View Subdivision for snow and ice removal services.

A motion was made by Mr. Rozzi, with a second by Mr. Cordrey, to approve contract with Valley View Subdivision for contract of snow and ice removal.

Roll call as follows:	Darryl Cordrey	Yes
	Mark Sousa	Yes
	Joe Rozzi	Yes

- Resolution 22-1005: Increase in appropriations (Permissive Motor Vehicle)

Mr. Centers stated that this was unplanned. The Public Works department had purchased a mini-hoe and we do not have a trailer that is rated at the capacity to haul it. This new trailer will allow us to haul the equipment to job sites for its intended use.

Mr. Rozzi made a motion with a second from Mr. Cordrey to approve Resolution 22-1005.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes
	Darryl Cordrey	Yes

Administrator's Report

Mr. Centers wanted to remind everyone of Trunk or Treat coming up October 22nd from 1pm-3pm at Testerman Park.

The fall decorating contest has already begun. The details are available on Hamilton Townships Facebook page as well as website. All entries must be received by October 12th.

Sunflowers are on track to bloom this week or possibly next week.

The Police and Fire Departments took part in the special needs fishing tournament at Lake Cozy Dale last week.

Be on the lookout for the fall edition of the quarterly newsletter. To register to receive the newsletter go to Hamilton Township website, click newsletter and type in your email address. They are also sent to every property manager of the HOA's to be handed out to residents in their subdivisions.

Mr. Pelfrey and I have met specific to work through snow contracts. Mr. Pelfrey presented a full process and procedure for snow and ice removal. Mr. Centers stated that he is very confident that the residents can expect substantial increases on snow and ice removal during these events.

Mr. Centers mention that on the Human Resource items for tonight it was approved for the hiring of Steve Pegram. Mr. Pegram is the current administrator in Goshen Township and has a great reputation there. Mr. Centers said he will make sure that there will be a warm handoff between him and Mr. Pegram.

Trustee Comments

Mr. Cordrey wants to encourage everyone to come out and enjoy everything going on this fall in the Township. He would also like to highlight that this is the first year that Mounts Park will be open all year around.

Mr. Sousa mentioned that he knows Ms. Krieger would not like recognition but wanted to have the opportunity to speak a little bit more to her time here. Mr. Sousa said that Ms. Krieger does a job that usually doesn't get many eyes on it or much recognition but it does deal with some very significant times and circumstances for the Township. He thanked Ms. Krieger for doing a great job always with her head down through difficult situations. He wished her the best with the new opportunity she has. He also wanted to thank Mr. Pelfrey for quickly jumping in to his new position and coming up with changes to implement for the snow and ice removal. He also mentioned he is excited for the addition of Mr. Pegram and thanked him and Mr. Centers for the transition plan that they have in place. In conclusion he thanked the Wilson and Walker families for the donation of the property on Fryberger Rd.

Mr. Rozzi echoed the comments made by his colleagues. He also wanted to mention a Township family that mother and sister are from Ft. Meyers. They have found that both of their homes are gone. He wanted to point out that hurricane did touch very close to home.

Mr. Centers forgot to mention that the Sousa family is about to become a yellow ribbon family with a family member deployed. Mr. Centers mentioned that having gone through many deployments himself he knows that a family member deploying the families back home aren't trained for it. He wanted the Sousa family to know that they have a big support system around them as they go through this tough time.

Adjournment

With no further business to discuss, Mr. Rozzi made a motion, with a second from Mr. Cordrey, to adjourn at 7:02pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Yes