

**PLAN COMMISSION
MINUTES**

**Monday, March 28, 2016
7:00pm**

A. ROLL CALL

Members Present:

Dennis Kraus Jr.—President
Mark Lehmann—Vice President
Jim Thatcher
Russell Beiersdorfer
Art Little
Dan Lansing
Eric Lang
Jake Hoog
Mike Hornbach

Mark McCormack—Director of Planning & Zoning
Nicole Daily—Zoning Administrator
Andrew Baudendistel—Attorney

Members Absent: None

B. ACTION ON MINUTES—

Mr. Russell Beiersdorfer made a motion to approve the meeting minutes from January 25, 2016, as presented. Mr. Dan Lansing seconded the motion. All in favor. None opposed. Motion carried.

C. OLD BUSINESS SCHEDULED TO BE RE-OPENED—None

D. OLD BUSINESS TO REMAIN TABLED—None

E. NEW BUSINESS

1. **Request:** Waiver to create a non-conforming Panhandle Tract for building purposes
- Applicant:** Seig and Associates, Inc. **Owner:** William and Emma Werner
- Site Location:** Dog Ridge Road
- Legal:** Sec. 22, T7, R1, Parcel #15-02-22-200-009.000-010
- Township:** Kelso **Size:** 21.79 Acres
- Zoning:** Agricultural (A)

Mr. Mark McCormack presented the Board with a request of a waiver to create a non-conforming panhandle tract for building purposes. The Board was presented with the staff report and slide show, including existing conditions, site inspection photographs, and a conceptual lot layout / plan. In this case, the Applicant is proposing to split a 60-foot existing panhandle lot into two 30-foot panhandle lots. Both panhandle lots would not meet the requirement as listed in Article 3, Section 315c of the Dearborn County Subdivision Control Ordinance: *all flag lots shall have a panhandle for a minimum distance of 150 feet from a publicly dedicated street without jogs in the panhandle.* The panhandle, before the jog, as proposed is approximately 30 feet, therefore requiring a waiver of 120 feet. The staff concerns listed in the staff report were: 1) there is no indication on the current plan that any passing blisters are being provided for the shared driveway which would be 600 to 900 feet approximately; 2) sight distances for the shared drive have not been confirmed; and 3) test sites for individual sewage disposal systems (for two homes) have not been reviewed and confirmed by the Health Department. Mr. McCormack noted that a permit for a new driveway access to Dog Ridge Road was issued on March 11, 2016. A health permit had been issued on October 5, 2015 for one house to be located on the parent parcel.

Mr. Rob Seig, the Applicant representing the property owner, addressed the Board. He noted that the request is to be able to split off property to the owner's daughter, for her to build a house. The owner, the father, wants to maintain ownership of the other half of the property. The original tract was created in the 1970's, therefore this is considered a pre-existing non-conforming panhandle tract.

Mr. Mark Lehman asked if there is going to be any right-of-way dedicated and easements for the shared driveway.

Mr. Seig stated that this existing panhandle does not have any existing dedicated right-of-way, but if the waiver being requested is approved then during the Certified Survey process there would be a 25-foot half right-of-way dedication (for the road) on the final plat.

Mrs. Jen Griffin, the daughter of the property owner, addressed the Board. She noted that there are four children in the family; the family would like to retain the other half of the property for one of the other children if they would like to build a home.

Mr. Russell Beiersdorfer stated that in the future if this request is approved, he would recommend a passing blister to be added if another house is being built on the other tract.

Mr. Beiersdorfer made a motion to open public discussion. Mr. Lehman seconded the motion. All in favor. None opposed. Motion carried.

There were no comments from the public.

Mr. Beiersdorfer made a motion to close public discussion. Mr. Lehman seconded the motion. All in favor. None opposed. Motion carried.

The Board had no further discussion on the request.

Mr. Beiersdofer made a motion to grant the waiver of 120 feet, to allow for the creation of two panhandle tracts with less 150 feet from a publicly dedicated street (without jogs in the panhandle), for the property located on Dog Ridge Road, owned by William and Emma Werner. Mr. Jake Hoog seconded the motion. All in favor. None opposed. Motion carried.

F. ADMINISTRATIVE—

Mr. McCormack started discussions under administrative items.

He stated that the first administrative item will be a presentation by Minke Wang. She has been an intern in in the department over the last several months and has been working on maps for the Comprehensive Plan Update. As part of her internship, she is required to present her work.

Ms. Minke Wang stated she has been working on the maps for the Comprehensive Plan. She is attending the University of Cincinnati with a degree in Geographical Information Systems. She presented the maps that she created while working for the Dearborn County Department of Planning and Zoning. She thanked the Board for the opportunity to work for the County. The Board thanked her for her time and service and wished her well moving forward with her career.

Mr. McCormack gave a brief update on the Comprehensive Plan update process.

Mr. McCormack noted that the 911 GIS project is continuing and progressing.

Mr. McCormack stated that there are no current updates for the Financial Guarantee Report. He noted that the official report will be emailed to all the Board members within the next month. There is one financial guarantee that is necessary to be renewed (or otherwise be executed) in June, but the required / involved improvements may be completed before the guarantee expires.

The Board members were given a copy of the final inter-local agreement with the Town of Dillsboro.

Mr. McCormack gave an update on situations involving the inter-local agreement with the City of Aurora.

Mr. McCormack noted that staff has been working with St. Leon to update its Comprehensive Plan.

Mr. McCormack stated that staff has been helping West Harrison with public meetings involving the South State Street project, and readdressing of properties along the southern portion of the project area.

Mr. Beiersdorfer made a motion to adjourn the meeting. Mr. Little seconded the motion. All in favor. None opposed. Motion carried.

Meeting adjourned at 8:08 PM



President



Mark McCormack, Planning Director