

MINUTES OF MEETING
INDIAN HILL PLANNING COMMISSION

JUNE 24, 2008

The regular meeting of the Indian Hill Planning Commission was held on Tuesday, June 24, 2008 at 7:30 p.m. in the Council Chambers of the Village Administration building.

Members Present: Paul F. Madden
David T. Ottenjohn
Jane G. Koppenhoefer
Richard C. Wiggers

Members Absent: Charles E. Reynolds

Officials Present: Michael W. Burns, City Manager
David M. Couch, Assistant City Manager
George C. Kipp, Jr., Project Manager

Visitors Present: Mike Calvin, 8545 Fox Cub Lane
Graham Parlin, 7800 Cooper Road
Doug Herald, 7800 Cooper Road
Bob Rothert, 3377 Compton Road
Thomas Donnellon, 8505 Blome Road
Mark Shoemaker, Cole & Russell Architects
Norah Clark, 8515 Fox Cub Lane
Chuck Schlie, Indian Hill Rangers
Richard Fraser, 8535 Fox Cub Lane

Chairman Madden called the meeting to order and asked for comments or corrections to the May 20, 2008 Planning Commission minutes. There being none, Mrs. Koppenhoefer made a motion to approve the minutes. Mr. Ottenjohn seconded, and the minutes were approved by a unanimous voice vote.

Item Number 1: HPA Development Group is requesting concept plan approval for the proposed Ambleside Estates Subdivision. Ambleside Estates is located at 8505 Blome Road.

Mr. Madden asks for anyone planning to speak on behalf of this case, to please stand, raise their right hand, and be sworn in prior to speaking.

Mr. Doug Herald comes before the Commission on behalf of HPA Development Group to discuss the proposed development of what is known as the "Schott Property", located at 8505 Blome Road. Mr. Herald introduces his partner, Graham Parlin, Bob Rothert, with Abercrombie & Associates, serving as the engineer for the project, and Tom Donnellon who is the legal counsel for the Schott property.

Mr. Herald notes that there have been two plans submitted to the Village. The second plan shows one less lot than the original plan suggested. All lots meet the five (5) acre minimum requirement for this district. Originally, the estate house was located on ten (10) acres; however, due to a potential buyer's request, the estate was increased to fifteen (15) acres.

Mr. Herald displays the plans before the Commission and comments that the second plan is the preferred plan. They should know by the end of June if they will be able to move forward with the preferred plan versus the original plan that was submitted to the Village showing a total of eleven (11) lots.

Mr. Herald mentions that they would like to keep the rural feel of the surrounding area and be respectful of the history of the estate. The name of "Ambleside Estates" goes back to what Leonard Smith called the estate back in the nineteen twenties. One of the main goals is to maintain the architecture and history of the main house. They believe they have found a buyer that will be willing to put in the time and money required to restore the house. However, they will not know for sure until the end of June.

Staff Report: Mr. Couch notes that the address of the property is 8505 Blome Road, which is known as the former Schott estate. The property is bordered by Keller Road, Blome Road, and Fox Cub Lane.

The applicant is proposing to subdivide 62.029 acres into (11) eleven building lots. According to the Hamilton County Auditor's office records, the parcels that make up the 62.029 acres were consolidated on September 11, 2006.

Mr. Couch states that Mr. Herald came to the Village with two separate concept plans. Staff agreed to accept both plans based on the fact that under the alternate plan the applicant has a written contract on the main house that would increase lot #10 to 15 acres and eliminate a building lot. The alternate plan also increases lot frontages along Keller Road, which is viewed as a benefit to the Village.

Mr. Couch explains that the property is located in district "A" – five acre minimum. Lot frontage for district "A" is 250', front and rear yard depths are 100', and the side yard setbacks are 25'.

Mr. Couch gives the following descriptions of each lot:

Lot #1 – Lot #1 fronts Fox Cub Lane and will be accessed from the public right of way along Fox Cub Lane. It has a lot area of 5.00 acres. However, there are three existing accessory structures shown on the plans that are in non-conforming locations and will require variances if they are to remain.

Lot #2 – Lot #2 is located on the North side of the property and is a rear log with a lot area of 5.00 acres. The property is accessed by an ingress/egress easement from Blome Road.

Lot #3 – Lot #3 is located on the North side of the property and has a lot area of 5.00 acres. The property is accessed by an ingress/egress easement from Blome Road. There are two existing buildings shown on the lot that are to be razed.

Lot #4 – Lot #4 fronts Blome Road and has a lot area of 5.00 acres. Access to the lot will be from Blome Road. There is an existing driveway and easement that serves lots #1, #2, and #3. A 100' preservation easement is shown across the rear of the property. Not shown on the plans is the existing historical non-conforming entryway gatehouse located along the front of the driveway. Staff finds that the existing driveway does encroach into the green area parcel just to the north. This encroachment will need to be addressed prior to the preliminary stage.

Lot #5 – Lot #5 fronts Blome Road and has a lot area of 5.0 acres. Access will be from Blome Road. There is a 100' preservation easement across the rear of the lot.

Lot #6 – Lot #6 fronts Blome Road and has a lot area of 5.0 acres. Access to the lot will be from Blome Road. This lot also calls for a 100' preservation easement along the rear lot line.

Lot #7 – Lot #7 is a corner lot, fronting both Blome Road and Keller Road. The lot area is 5.00 acres. Two frontages must be maintained. Access may be from either road.

Lot #8 – Lot #8 fronts Keller Road and has a lot area of 5.00 acres. There is a 100' preservation easement across the rear lot line. There is also a portion of a building located on the west side yard that is to be razed.

Lot #9 – Lot #9 fronts Keller Road and has a lot area of 5.00 acres. Access will be from Keller Road and includes a 100' preservation easement across the rear lot line.

Lot #10 – Lot #10 fronts Keller Road and has a lot area of 5.00 acres. The 100' preservation easement is also located across the rear lot line.

Lot #11 – Mr. Couch reminds the Commission that Staff is working off of the original concept plan and not the alternate. Lot #11 is where the historic main house is located and will have a lot area of 10.01 acres. The house was built in 1929 and is to be renovated. There is one existing accessory structure shown on the lot, and it is to be razed. Access to the lot will remain the same, utilizing the existing drive entrance from Blome Road.

Mr. Couch comments on the following issues concerning the property:

Road & Street Layout – There are no dedicated streets or new roadways being proposed for the development. Fox Cub Lane will serve access to lot #1. Keller Road and Blome Road will serve as access to lots #4 thru #10 with individual driveways to these lots. Lots #2, #3, and #11 will be accessed from Blome Road by the existing driveway thru a 40' ingress/egress easement.

Traffic Study – A traffic study was performed by Abercrombie & Associates which indicates that the existing four (4) dwellings generate 38 trips per day. The additional seven (7) lots would generate a total of 70 additional trips per day. The proposed eleven (11) lot subdivision would generate a total of approximately 105 trips per day. The results of the traffic study show that the subdivision would have no impact on the existing roadways.

Geotechnical Report – Not required at this time.

Storm Water Calculations – These calculations will be submitted and reviewed at the preliminary plan phase.

Sewer & Septic – MSD has stated that the closest available sanitary sewer is approximately 1,100' away. If they go this route, they will have to acquire private easements through the property owners. MSD stated that there are no sewer hooks required for this development. The Hamilton County Health Department and OEPA have approved the site suitable for septic. Septic designs will be approved at a later date.

Water Service – The Indian Hill Water Works recommends that a new 8" main be installed to replace the existing 6" main which currently serves lots #1, #2, #3, and #11. However, if the upgrades are not completed, the existing line would remain private and the responsibility of the homeowners of the above mentioned lots. Lots #4 thru #10 will utilize the existing water main on Blome & Keller Roads for water service.

Public Works Department – The Public Works Department has no issues with the development. They did ask about the responsibility of the preservation easement. The property owners will retain ownership of these easements so the Village will not have any maintenance responsibility.

Indian Hill Rangers – The Rangers have no issues with the development.

Madeira & Indian Hill Fire Department – The fire department has concerns about the existing private drive serving lots #1, #2, #3, and #11 due to the only access being from Blome Road. The fire department recommends having access thru Fox Cub Lane for emergency purposes.

The fire department also recommends that the water mains be upgraded to 8" and looped at the same time to provide maximum water for fire fighting and at no time less than 1,000 gallons per minute at 20 psi pressure. New Ohio fire code requires hydrants to be within 400' of the house. However, the Indian Hill Zoning Ordinance calls for the hydrants to be within 500'.

The last request of the fire department is that the private drive and where it dead ends be in excess of 150' in length for turning fire apparatus per the Ohio fire code.

Natural Resource Protection Analysis

▪ Floodplain/Kope Formations	0.00 acres
▪ Slopes 20% or greater	1.84 acres
▪ Mature canopy forest	7.35 acres
▪ Young canopy forest	0.95 acres
▪ Green Area gifts	0.00 acres
▪ Bridle Trails	<u>0.00</u> acres
Total to be protected	10.14 acres
Amount required to be protected	7.00 acres
Amount protected on drawing	7.13 acres

Green Areas – There are no green areas shown on the plan. However, Mr. Couch states that he has received a few phone calls from prospective buyers indicating an interest in making a green area donation if they purchase the property.

Bridle Trails – No bridle trails are shown. However, they are working on establishing a connection from the end of Fox Cub Lane out to Blome Road in an effort to allow for a direct route through the property.

Village Engineer's Review – The Village engineer has completed his review of the project and recommends approval of the Concept Plan.

Mr. Couch comments that the alternate plan is very similar to the Concept Plan with the major difference being the number of lots being reduced from eleven (11) to ten (10). Staff feels that the alternate plan is in the best interest of the Village due to this lot reduction. The main house property would be increased from ten (10) acres to fifteen (15) acres which would increase frontages along Keller Road.

Under the alternate plan, there are accessory structures located on lots #1 and #10 that will require variances if they are to remain. Mr. Couch notes that these structures are of some historical significance.

Another difference with the alternate plan is that there is not a preservation easement shown on the plan. Mr. Herald comments that he feels the preservation easement is less of an issue with the alternate plan, but they are willing to consider an owner maintained preservation easement if needed.

Mr. Couch explains that adjacent property owners have been notified of the proposed development. Staff has received a few phone calls and one letter from Mr. Gary Beck, residing at 8625 Blome Road. Mr. Beck expresses concerns regarding the following four areas:

- 1) Extending a visual buffer along his property line
- 2) Changing existing 100' front yard setback to 35' on lot #3

- 3) Maintain flow of the existing 15" storm water line between the two properties in an uncontaminated state
- 4) Remove existing utility poles

Staff finds that Mr. Beck's request to change the front lot line setback on lot #3 from 100' to 35' cannot be considered. The other requests are issues that should be discussed between the applicant and Mr. Beck and not a consideration of the Planning Commission. Staff suggested to Mr. Beck that he work directly with the developer regarding his concerns. Mr. Beck recently stated that he and the developer are working cooperatively together.

In closing, Staff finds that the concept plan and the alternate concept plan meet the Subdivision Ordinance for conceptual approval.

After further discussion, Mr. Wiggers made a motion to approve the alternate concept plan for Ambleside Estates Subdivision. Mr. Ottenjohn seconded, and the motion was approved by a unanimous voice vote.

Item Number 2: The Village of Indian Hill is requesting preliminary plan approval for the Ranger/Administration improvement project. The proposed project is subject to the continuing jurisdiction of the Planning Commission.

Mr. Madden asks for anyone planning to speak on behalf of this case, to please stand, raise their right hand, and be sworn in prior to speaking.

Mr. Couch explains that himself, Mr. George Kipp, Village Project Manager, and Mr. Mark Shoemaker, architect for Cole & Russell Architects, will be presenting information for the current case.

Mr. Couch states that in 1954 the Planning Commission approved the location of the existing Ranger/Administration building with the condition that an additional 2¼ acres be purchased from the Clippinger Estate and added to the existing lot area in order to comply with the three (3) acre minimum requirement for municipal uses.

In 1956 the building was completed and in service. In 1977, under the continuing jurisdiction of the Planning Commission, the west wing addition to the Ranger Station was approved. The west wing addition provided administrative office space.

This request falls under the continuing jurisdiction of the Planning Commission. Mr. Couch reviews the zoning requirements as follows:

- Minimum lot area – 3 acres
- Minimum lot frontage – 200 feet
- Minimum front yard depth – 100 feet
- Minimum side yards – 25 feet
- Minimum rear yard depth – 100 feet

Mr. Kipp states that the existing building fronts to Drake Road on the east and to Shawnee Run Road on the south. Both have a 100' setback requirement. The current building is 65' from the right of way line. The 100' setback goes down through the center of the building and is where the addition will be placed. To the north, there is a 25' side yard setback that is adjacent to a green area parcel that the Village owns. There is also green area to the northwest and residential property to the southwest.

The site plan calls for a re-alignment of the Shawnee Run Road drive entrance, moving the entrance approximately 90' to the west. The Drake Road entrance will remain the same. The existing parking lot will shift to the west approximately 20', with the removal of only one mature tree. Two of the existing trees will be saved, and islands will be placed around them.

In front of the tower, there will be an area that will house the generator and cooling station for the air conditioning equipment.

The existing parking lot allows for a total of 40 spaces, 10 in the south and 30 in the north parking area. The proposed plan calls for a total of 47 parking spaces, 18 spaces in the south and 29 in the north lot. After some discussion, it was mentioned that there may need to be some adjustments to the areas designated as handicapped parking.

The new walkway going in to the building will be raised to accommodate ADA requirements, eliminating the three steps that exist now.

The existing garage area and 1977 addition will be removed to allow for the expansion to the west and north.

On the southwest side, the Council chambers and additional Administrative office will be added and will be connected to the existing building to create a foyer that is "U" shaped connecting the Police Department, the existing hallway, Administration, and the new Council chambers.

There will be basement area under part of the new police addition, with garage area on the north end. A hard area/booking area, offices, and dispatch area are also shown on the plans.

Mr. Kipp explains that the lighting plan calls for anywhere from .5 to 7.9 foot candles of lighting. The lights are a recessed light source and will be reflected downward. The lighting plan is well within the zoning requirements.

The landscape plan will not be presented until the presentation of the final plan.

Mr. Mark Shoemaker, with Cole & Russell Architects, comments that they are creating a more formal entrance to the building. The main entrance will remain, but will be handicap accessible; a new entrance will be added to enter directly to the police station and one to enter directly to the new Council chambers.

Some renovations will be done to the main lobby and the two existing restrooms to accommodate ADA requirements. There will be more lobby space that will allow access to all three entrances.

The Administration area will be reconfigured, a new City Manager's office and conference room will be added, along with the new Council chambers.

The major renovation area is on the police side of the building. The dispatch area will be placed in a predominate location for visual contact and monitoring of the main lobby as well as out towards the courtyards. New offices will be added and renovations will be made throughout the Ranger side of the building.

The basement area under the Ranger's station includes a training room, storage space, and elevator access to the first floor.

The intention for the outside of the building is to make the addition match the existing brick as closely as possible.

Mr. Burns comments that Staff is hopeful that the project will be bid in October or November, construction will start some time in December or January, and take somewhere between twelve and fourteen months to complete.

After further discussion, Mrs. Koppenhoefer made a motion to approve the preliminary plan for the Ranger/Administration building improvement project. Mr. Wiggers seconded, and the motion was approved by a unanimous voice vote.

There being no further business to come before the Commission, Mrs. Koppenhoefer made a motion to adjourn. Mr. Wiggers seconded, and the motion was approved by a unanimous voice vote.

Respectfully submitted,

Paul F. Madden, Chairman

ATTEST:

Michael W. Burns, Secretary