

**CITY OF WEST CARROLLTON  
PLANNING COMMISSION  
January 7, 2021**

Members Present

Dominick Rinaldi  
Doug Fields  
Sarah Tallet  
Kim Hagerman

Members Absent

None

Staff

Greg Gaines, Director of Planning & Community Dev.  
Connie Lewis, Planning Secretary  
Erin Doherty, Planning Secretary

City Council Liaisons

Leanne Nash

City Council Members

None

Mr. Rinaldi called the meeting to order at 6:30 p.m. Following the Pledge of Allegiance, the roll call was taken revealing all members present.

**APPROVAL OF AGENDA**

Mr. Fields made a motion with a second by Ms. Hagerman to approve the agenda. The motion was unanimously approved.

**APPROVAL OF MINUTES**

There was a motion by Mr. Fields with a second by Ms. Tallet to approve the minutes of the October 1, 2020 meeting as submitted. Ms. Hagerman abstained from the motion. The motion was approved by Mr. Rinaldi.

**PUBLIC HEARINGS**

**R-PUD 20-1, 1450 S. Elm St.**

Mr. Rinaldi explained the procedures for conducting a public hearing and opened the public hearing. Mr. Gaines was sworn in for testimony.

Mr. Rinaldi asked if proper public notice had been given. Mr. Gaines replied that a legal ad appeared in the Miamisburg-West Carrollton News on December 17, 2020 and that the Notice of Public Hearing was mailed on December 31, 2020 to all abutting property owners. A sign was placed on the property and the application and meeting notice were also posted on the City's website.

Mr. Rinaldi asked if Commission members had any potential conflicts of interest which might jeopardize their ability to render an unbiased decision on the application. Commission members disclosed no conflicts.

Mr. Rinaldi asked if Commission members had any ex parte communications to disclose, including letters, phone calls, e-mails, texts, site visits, and conversations, which might influence their decision on this case. Mr. Fields revealed that he had driven around the property.

Mr. Gaines presented an overview of the staff report dated December 30, 2020 (copies of the staff report and PowerPoint presentation are attached).

Ms. Hagerman requested to view the aerial drone video of the property that Mr. Gaines had. While setting up the video, Ms. Hagerman asked if the building with the apartments would be four stories tall. Mr. Gaines stated yes and that there would be 1- and 2-bedroom units in the building.

Ms. Hagerman asked if the property had always been vacant, Mr. Gaines stated that it had been vacant as long as he had worked for the City and Mr. Rinaldi stated that it had been vacant from the beginning. Mr. Gaines said that Dr. Kunesh had owned it and sold it to the City.

While viewing the video, Mr. Gaines pointed out that along the western side of the property is a detention area.

Mr. Fields asked if the property itself would be surrounded by fence, except for the entrances. Mr. Gaines said not that he is aware of but that it may be a better question for the applicant. Mr. Fields asked if the emergency access would be just for a vehicle type entrance. He also asked if it would be located closer to the Subway/Ameristop area and who was responsible for the area. Mr. Gaines said yes, it is Ameristop and to the best of his knowledge the land was private property and the gate at that location would be accessed in emergency situations only.

Pete Schwiegeraht representing MVAH was sworn in. He stated that MVAH has been developing housing for over 25 years in the Midwest and has developed and managed 6,000-8,000 units in their portfolio. They also have two developments in Riverside, one senior development and one workforce development. They have senior cottages in Huber Heights and a 4-story unit in North Dayton on the Omega Campus similar to the ones in this proposal. They have local examples of the buildings in the proposal and he would be happy assist anyone wanting to see them. He stated he came to the city as much as a year ago to bring a 55+ senior living opportunity with many amenities to the community.

Mr. Fields asked if the circle in the middle of the parking lot was planned. Mr. Schwiegeraht said that it was really just designed to break up the parking lot once the second access point was added to the plans to avoid a cut through situation. Mr. Fields asked if it would just be a circle of concrete and Mr. Schwiegeraht stated that it would be the size of a typical cul-de-sac and they would landscape it and add green space or streetscaping.

Ms. Hagerman asked how many apartments and Mr. Schwiegeraht stated that there would be 58 in the main building and 12 cottages as shown. He stated they will not go over the 70 mark, but this is the best approximation. He said the number of units in the 4-story building may be changed in favor of more cottages.

Ms. Hagerman asked what the average rent was. Mr. Schwiegeraht said it will vary but the goal is to provide it at a reasonable level. They are targeting 1-bedroom units at around \$700 and 2-bedroom units around \$850. The cottages may be a little more due to more square footage and more independence.

Ms. Hagerman asked if there would be a reception area to monitor recreation and work out areas. Mr. Schwiegeraht said that the main building will have secured access points accessed by electrical FOBs. Once in the building it is a secure environment. There will be an on-site manager's office, community room, fitness center, small business center, a theater area, walking trails, a picnic shelter, and transportation services that are accessible to any residents.

Mr. Schwiegeraht stated that the renderings of the Riverside project are very similar to what is planned for West Carrollton, except for the size of the 4-story structure.

Mr. Fields ask if there would be any potential problems with sewage or drainage runoff after completion. Mr. Schwiegeraht stated that there is an existing storm basin on-site and that would be maintained, but the concept is to enhance and enlarge that basin in the process of their development and the new basin will have no issue discharging in accordance with the codes and requirements even though it is shared with surrounding properties.

Ms. Hagerman asked what the time frame is for the project. Mr. Schwiegeraht said construction is anticipated to start next fall and that construction would take 12 to 14 months, with hopes of having units available by the end of 2023. The project would cost approximately \$12-\$14 million.

Ms. Hagerman asked if MVAH manages the locations. Mr. Schwiegeraht said that MVAH is the developer, owner, and property manager for all of their properties.

There were no further questions from Commission members and no public comments. Mr. Rinaldi closed the public hearing.

There was a motion by Mr. Fields and second by Ms. Hagerman to approve R-PUD 20-1. The motion was approved unanimously. The recommendation of the Planning Commission will be transmitted to City Council, which will conduct a public hearing and render a final decision on January 26, 2021.

#### **CU-21-1, 510 E. Pease Ave.**

Mr. Rinaldi asked if proper public notice had been given. Mr. Gaines replied that a legal ad appeared in the Miamisburg-West Carrollton News on December 17, 2020 and that the Notice of Public Hearing was mailed on December 31, 2020 to all abutting property owners. A sign was placed on the property and the application and meeting notice were also posted on the City's website.

Mr. Rinaldi asked if Commission members had any potential conflicts of interest which might jeopardize their ability to render an unbiased decision on the application. Commission members disclosed no conflicts.

Mr. Rinaldi asked if Commission members had any ex parte communications to disclose, including letters, phone calls, e-mails, texts, site visits, and conversations, which might influence their decision on this case. Ms. Tallet has driven by the property.

Mr. Gaines presented an overview of the staff report dated January 4, 2021 (copies of the staff report and PowerPoint presentation are attached).

Ms. Hagerman asked how the construction vehicles would be regulated entering the school grounds with the kids next door. Mr. Gaines said that they will work with the school district to erect signage and also work with Shook (the contractor) to make sure that truck drivers know where they can drive and where they can't. Construction traffic should be coming off of Central Ave. or Trina Ave. in order to get to the main gate and limit construction trucks through the neighborhood.

Ms. Tallet asked if this would cause congestion where the trucks are allowed to drive. Mr. Gaines said it could, certainly on Trina and the turn from Central Ave. to Central Ln. is tight, there could be some issues there worth talking about with the school district.

Ms. Hagerman asked who will monitor the drivers during construction. Mr. Gaines stated it would be the responsibility of the contractor. If staff receives a complaint, they will talk to the school district who will talk to the contractor.

Ms. Hagerman asked if staff was comfortable with the lighting situation for the residents. Mr. Gaines says he is, with the recommendations they are making. Ms. Hagerman asked if there has been any comment from the residents at all. Mr. Gaines stated there had been some residents at the last meeting but no input since then.

Jack Haag, representing the West Carrollton School District stated that with regard to the traffic, the signage is already up on the corner of Stadium and Central Ln. There is a red, black and white Shook Construction sign pointing to Stadium Dr. for construction traffic. There are signs stating "No Construction Traffic" on Cedar St and on E. Pease by the entrance to the school. He said his office looks over Cedar and Pease, so if any trucks go that way he will know if construction traffic comes that way.

Mr. Haag said as far as conditional use for the site, Mr. Gaines had a very informative and in-depth report and he thought it covered things very well. They agree with all of the conditions and it should not be a problem to be met. They plan to keep the use how it has always been, for pre-school, kindergarten and first grade building. It will serve the students and the community well for many years to come.

There were no further questions from Commission members and no public comments. Mr. Rinaldi closed the public hearing.

There was a motion by Mr. Fields and second by Ms. Hagerman to approve with conditions, resolution CU-21-1. The motion was approved unanimously.

### **DECISION ITEMS**

#### **SP-21-1, 510 E. Pease Ave.**

Mr. Rinaldi asked if Commission members had any potential conflicts of interest which might jeopardize their ability to render an unbiased decision on the application. Commission members disclosed no conflicts.

Mr. Rinaldi asked if Commission members had any ex parte communications to disclose, including letters, phone calls, e-mails, texts, site visits, and conversations, which might influence their decision on this case. Ms. Tallet has driven by the location.

Mr. Gaines presented an overview of the staff report dated January 5, 2021 (copies of the staff report and PowerPoint presentation are attached).

Mr. Fields asked for clarification on other egresses for emergencies. Mr. Gaines suggested the architect of the project may be better able to answer that question, and that the West Carrollton Fire Department has reviewed the plans and have been working with the architects and haven't expressed concerns about it. Mandy Niekamp of Garmann Miller explained where all of the egress locations are in the building plans. Mr. Rinaldi said that egress locations are shown clearly on the drawings and code info sheets.

There were no further questions by Commission members. There was a motion by Ms. Hagerman and second by Mr. Fields to approve with conditions resolution SP-21-1 with conditions. The motion was unanimously approved.

### **Election of Officers**

Mr. Rinaldi proposed postponing the election of officers until there is a full complement of Commission members. There was a motion by Mr. Fields and second by Ms. Hagerman to approve postponing the elections of officers. The motion was unanimously approved.

### **Elect an Acting Secretary**

Mr. Rinaldi nominated Ms. Hagerman, who is next in line by tenure for the position of Acting Secretary. There was a motion by Mr. Fields and second by Ms. Tallet to approve the appointment of Ms. Hagerman to Acting Secretary. The motion was unanimously approved.

### **2021 Meeting Schedule**

Mr. Rinaldi asked if any Commission members have any changes to the meeting schedule. Mr. Gaines confirmed with Ms. Lewis that a revised version of the schedule had been given to every Commission member. There was a motion by Ms. Hagerman and second by Mr. Fields to approve the 2021 Schedule of Meetings. The motion was unanimously approved.

### **Change to Future Meeting Schedules**

Mr. Rinaldi proposed a change to future meeting schedules to move the January meeting date from the first Thursday of January to the third Thursday of January, to become effective January 2022. Mr. Gaines stated that the recommendation for the change would be better for the plan review cycle and may be better for the Planning Commission members as well in terms of avoiding the complications of the holidays. Mr. Rinaldi mentioned that some of the information came to the board late for this meeting, nobody at fault, but the fact that everyone is coming off of the holiday period was a factor in the delay.

There was a motion by Mr. Fields and second by Ms. Hagerman to approve moving the January meeting in each year from the first Thursday of January to the third Thursday of January, effective January 2022. The motion was unanimously approved.

## **DISCUSSION ITEMS**

### **Report by the Director**

Mr. Gaines noted that this meeting would be Connie Lewis's last night with the Planning Commission. She is retiring on January 15, 2021. Mr. Gaines thanked Connie for 14 years of dedicated service. Mr. Gaines also introduced and welcomed Erin Doherty, who is Connie's replacement.

Mr. Gaines stated that staff is moving forward with improvements on Elm St. The trees have not been planted yet due to some issues with stump removal, but they will be planted soon. The Parks Department has the trees on hand; they are waiting to be planted. Mr. Gaines also said the City has the grant money to finish the project this year.

**Briefing by City Council Representatives**

Leanne Nash began by congratulating Connie on her retirement and welcomed Erin. She then said she spoke with Amanda Zennie and they said that when there are large sets of plans, they do not need the large copies. Mr. Gaines asked the Commission what their preference in size of documents would be, and they agreed. Mr. Gaines suggested an 11" x 17" size limit and the Commission members agreed. Leanne thanked the Planning Commission for all they do.

There were no general updates from the City Council. Mr. Gaines asked if they had anyone in mind for the vacant Planning Commission seat, and Ms. Nash said as far as she knows, no. She stated that the City Manager had sent an email out requesting suggestions for members for both the Planning Commission and Board of Zoning Appeals, but she had not received any feedback yet.

**Unscheduled Business**

There was no unscheduled business.

**Next Meeting**

The next Planning Commission meeting is scheduled for February 4, 2021 at 6:30 p.m.

**COMMENTS BY THE AUDIENCE**

There were no comments by the audience.

**ADJOURNMENT**

There being no other business, there was a motion by Mr. Fields and second by Ms. Tallet to adjourn the meeting at 8:22 p.m. The vote was unanimous to adjourn.

Chair *Dominic Daniels* Secretary *Kim Dugerman*

Date *5/6/21* Date *5/11/21*