

DRAFT  
MINUTES  
VILLAGE OF SUNBURY  
VIRTUAL PLANNING AND ZONING COMMISSION  
March 22, 2021

Mayor Tommy Hatfield called the virtual Sunbury Planning and Zoning meeting to order at 6:32 p.m., on March 22, 2021.

The meeting was started with a moment of silent prayer and the pledge of allegiance.

Members present: Tommy Hatfield, John Lieurance, Joe Gochenour, Greg Elliott, Rick Ryba and Joe St. John.

Also present – Dave Parkinson, David Brehm, Allen Rothermel and Steve Pyles

### **Rolling Hills – Final Plat Submission Extension Request**

Advanced Civil Design, on behalf of the developer of Rolling Hills Romanelli & Hughes, has requested a one-year extension for submission of a Final Plat. The Preliminary Plat was approved by the Planning and Zoning Commission on April 27, 2020 and Sunbury's Zoning Code requires Final Plat submission within 12 months. Because of the timing of necessary offsite improvements, primarily the Little Walnut Creek Interceptor Sewer, the applicant believes that they may be unable to submit a Final Plat prior to expiration of the approval for the Preliminary Plat.

Mr. Brehm commented that the statement is factually accurate, because of delays in getting the sewer under construction in a collaborative manner, including assessments to recover the costs of construction, the delay was not at the fault of the applicant. Administratively this extension is supported, the sewer has been bid, bids have been accepted at the last Council meeting and construction will begin pending the approval of an OWDA loan to finance the sewer. Because of the significant investment represented in final engineering of the project, the applicant was awaiting certain collaborative milestones for the sewer before committing those costs.

Mr. Elliott asked about the appropriate timeframe for the extension. Mr. Brehm replied the applicant was moving forward. Mr. Parkinson added that Sunbury had suggested a year to provide ample time, but the applicant believes they will have a submission within six months.

Mr. St. John made a motion to extend the final plat submission of Rolling Hills for one year. Mr. Elliott seconded the motion.

There were six ayes for the motion and it was passed.

## **Sunbury Meadows Section 16 – Final Plat**

EMH&T, on behalf of Pulte Homes of Ohio LLC, has submitted the Final Plat for Section 16 of the Sunbury Meadows Subdivision. Section 16 is the final phase of the Sunbury Meadows development and is comprised of 33 home sites located north of Peacock Drive.

Mr. Lamparyk from Pulte Homes introduced himself and Scott Mincks from EMH&T on behalf of the applicant. Mayor Hatfield offered the applicant the opportunity to speak. Mr. Mincks presented the final plat noting that it was the final phase, and that construction has begun on the phase.

Mr. Parkinson noted that CT surveyors were reviewing this plat this week, there are generally no major significant discrepancies at this point. He did note that there were extensive discussions regarding setbacks at the preliminary plat stage for buildings along State Route 3 and that 70 feet had been agreed upon. Mr. Mincks replied it would be added.

Mayor Hatfield noted this item will require Council approval, which will provide time to make changes noted in the legal and engineering review.

Mr. Brehm confirmed that the Final Plat would need Council approval and conditions could be included in the Planning and Zoning Commission's approval if it were to move on to Council. He noted potentially three contingencies, final engineering review, addition of required setback for the lots along SR3 and final legal review related to the restrictions on the setback.

Mayor Hatfield asked if there were any other questions or comments. He asked if this section will be in the HOA with the Common Bent empty nest product. Mr. Lamparyk stated there is an east and west side HOA using SR3 as the dividing line. Additional services for the empty nest homes have a charge for additional maintenance.

Mr. St. John asked about timing of the approval. If the Final Plat was not approved would it stop construction? Mr. Parkinson replied that it would not, but by approving the Final Plat Pulte would be able to sell lots.

A motion to approve the Final Plat with the contingencies of final engineering review, addition of the 70-foot building setback along SR3 and final legal review of the plat was made by Mr. Elliott. Second by Mr. Lieurance.

The motion passed with six ayes.

There were no visitors who registered to speak.

Mr. Gochenour moved to approve the minutes, second by Mr. Elliott. The minutes were approved with five ayes, Mr. St. John abstained as he was not in attendance at the 2/22/21 meeting.

Mr. Pyles reviewed his zoning report. He noted some increases in permit activity, new builds are slightly ahead of last year and offered to answer questions.

Mayor Hatfield asked about violations and enforcements. There were two added to the drive-by list today, but it is not busy at this point.

Mr. Elliott asked about when virtual meetings might end. Mayor Hatfield responded that renovations to the town hall are wrapping up and noted that the public meeting changes from the state are anticipated to be ending sometime in late spring or early summer with a goal of July meeting being in person.

A general discussion of Sunbury facilities and COVID restrictions occurred.

Mayor Hatfield asked if there was any other new business. There was some discussion of the trunk sewer and progress impacts for the Rolling Hills and Price Farms developments.

Next meeting is April 26, 2021.

Motion to adjourn by Mayor Hatfield, second by Mr. Gochenour. Meeting was adjourned with six ayes at 7:08 p.m.