



**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

**September 17, 2024
6:00 P.M.**

City Hall - Council Chambers - 6131 Taylorsville Road - Huber Heights, Ohio

- 1. Call Meeting To Order/Roll Call**
- 2. Approval Of Minutes**
 - A. September 3, 2024
- 3. Work Session Topics Of Discussion**
 - A. City Manager Report
 - B. Arts And Beautification Commission Update
 - C. Tax Rate Certification - Montgomery County
 - D. Tax Rate Certification - Miami County
 - E. Thomas Cloud Park - Sidewalk/Curbs - Brandt Pike - Award Contract
 - F. City Staffing Levels/Table Of Organization

G. City Salary Ranges/Wage Levels

H. Authentix TIF District

I. Case BDP 24-17 - Carriage Trails Co, LLC - Rezoning/Basic Development Plan - Between Carriage Trails I And U.S. Route 40

J. Liquor Permit #7511418 - Roosters - 5571 Merily Way

K. Liquor Permit #0348647 - Blanco Bar And Lounge - 5478 Brandt Pike

4. **Adjournment**

AI-10366

Topics Of Discussion **B.**

Council Work Session

Meeting Date: 09/17/2024

Arts And Beautification Commission Update

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 09/17/2024

Audio-Visual Needs: None **Emergency Legislation?:** No

**Motion/Ordinance/
Resolution No.:** N/A

Agenda Item Description or Legislation Title

Arts And Beautification Commission Update

Purpose and Background

Representatives of the Arts and Beautification Commission will give an update presentation on the activities and work of the Arts and Beautification Commission.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

No file(s) attached.

AI-10364

Topics Of Discussion **C.**

Council Work Session

Meeting Date: 09/17/2024

Tax Rate Certification - Montgomery County

Submitted By: Jim Bell

Department: City Manager **Division:** Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None **Emergency Legislation?:** No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Tax Rate Certification - Montgomery County

Purpose and Background

Annually, each County Budget Commission meets and submits to the City for approval the millage for property taxes. This resolution is the last necessary step of the Montgomery County tax budget process set forth in state law. The resolution formally accepts the property tax rates and the dollar amounts calculated by the Montgomery County Budget Commission. Passage is necessary to "officially" put the levies in place.

Fiscal Impact

Source of Funds: Various Funds

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF MONTGOMERY COUNTY, OHIO, AUTHORIZING THE NECESSARY TAX LEVIES, AND CERTIFYING THE AMOUNTS TO THE MONTGOMERY COUNTY AUDITOR.

WHEREAS, the City Council of the City of Huber Heights in accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1, 2025; and

WHEREAS, the Budget Commission of Montgomery County, Ohio, has certified its action thereon to this Council, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within, the ten mill tax limitation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

Section 2. There be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as set forth on the following Schedules A and B:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimated of Tax Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
City of Huber Heights 2024/2025	Column I	Column II	III	IV
General Fund	1,431,186		1.50	
Police Fund		1,167,041		5.50
Fire Fund		987,213		4.29
TOTAL	1,431,186	2,154,254	1.50	9.79

SCHEDULE B

**LEVIES OUTSIDE 10 MILL LIMITATION
EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)
GENERAL FUND:		
SPECIAL LEVIES:		
Police Fund authorized by voters 06/08/82 not to exceed CONT. years	2.37	472,197
Police Fund authorized by voters 06/07/83 not to exceed CONT. years	0.63	125,814
Police Fund authorized by voters 05/07/85 not to exceed CONT. years	1.50	369,790
Police Fund authorized by voters 11/03/81 not to exceed CONT. years	1.00	199,240
Fire Fund authorized by voters 11/03/81 not to exceed CONT. years	0.79	157,399
Fire Fund authorized by voters 11/03/81 not to exceed CONT. years	0.37	91,690
Fire Fund authorized by voters 06/07/83 not to exceed CONT. years	0.29	57,914
Fire Fund authorized by voters 05/08/84 not to exceed CONT. years	0.42	83,680
Fire Fund authorized by voters 11/06/84 not to exceed CONT. years	0.17	41,845
Fire Fund authorized by voters 05/07/85 not to exceed CONT years	2.25	554,685

Section 3. The Clerk of Council be and is hereby directed to certify a copy of this Resolution to the Montgomery County Auditor.

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2024;
 _____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council	Mayor
Date	Date

AI-10365

Topics Of Discussion D.

Council Work Session

Meeting Date: 09/17/2024

Tax Rate Certification - Miami County

Submitted By: Jim Bell

Department: City Manager **Division:** Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None **Emergency Legislation?:** No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Tax Rate Certification - Miami County

Purpose and Background

Annually, each County Budget Commission meets and submits to the City for approval the millage for property taxes. This resolution is the last necessary step of the Miami County tax budget process set forth in state law. The resolution formally accepts the property tax rates and the dollar amounts calculated by the Miami County Budget Commission. Passage is necessary to "officially" put the levies in place.

Fiscal Impact

Source of Funds: Various Funds

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION OF MIAMI COUNTY, OHIO, AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THE AMOUNTS TO THE MIAMI COUNTY AUDITOR.

WHEREAS, the City Council of the City of Huber Heights in accordance with the provisions of law, has previously adopted Tax Rates for the next succeeding fiscal year commencing January 1, 2025; and

WHEREAS, the Budget Commission of Miami County, Ohio, has certified its action thereon to this Council, together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part is within, the ten mill tax limitation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.

Section 2. There be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as set forth on the following Schedules A and B:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
FUND	Amount Approved By Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10 M. Limitation	County Auditor's Estimated of Rate To Be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
City of Huber Heights 2023	Column I	Column II	III	IV
General Fund	28,156.16		1.10	
TOTAL	28,156.16		1.10	

SCHEDULE B		
LEVIES OUTSIDE 10 MILL LIMITATION EXCLUSIVE OF DEBT LEVIES		
FUND	Maximum Rate Authorized To Be Levied	County Auditor's Estimate Of Yield Of Levy (Carry To Sch A Column II)
GENERAL FUND:	(N/A)	
SPECIAL LEVIES:	(N/A)	

Section 3. The Clerk of Council be and is hereby directed to certify a copy of this Resolution to the Miami County Auditor.

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10349

Topics Of Discussion E.

Council Work Session

Meeting Date: 09/17/2024

Thomas Cloud Park - Sidewalk/Curbs - Brandt Pike - Award Contract

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Thomas Cloud Park - Sidewalk/Curbs - Brandt Pike - Award Contract

Purpose and Background

This legislation will authorize the City Manager to enter into a contract with _____ for the Curb and Sidewalk Improvement Project along Brandt Pike at Thomas Cloud Park at a cost not to exceed \$_____. This project includes the installation of new curb and gutter, sidewalk, and storm sewer along the west side of Brandt Pike from Kitridge Road to the Thomas Cloud Park entrance. The contract award process was not completed when the meeting packet was distributed so the vendor and contract amount have been left blank for now.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Map

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACT FOR THE CURB AND SIDEWALK IMPROVEMENT PROJECT ALONG BRANDT PIKE AT THOMAS CLOUD PARK.

WHEREAS, City Council under Resolution No. 2024-R-7462 has previously authorized the securing of bids for the Curb and Sidewalk Improvement Project along Brandt Pike at Thomas Cloud Park; and

WHEREAS, construction bids were received by the City on September 13, 2024; and

WHEREAS, the necessary funds are available to cover the cost of this improvement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City Manager is hereby authorized to enter into a contract for the Curb and Sidewalk Improvement Project along Brandt Pike at Thomas Cloud Park with _____ as the lowest and best bidder at a cost not to exceed \$ _____ on the terms and conditions as substantially set forth in the specifications of the contract.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10360

Topics Of Discussion F.

Council Work Session

Meeting Date: 09/17/2024

City Staffing Levels/Table Of Organization

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

City Staffing Levels/Table Of Organization

Purpose and Background

This legislation amends and establishes the staffing levels and the Table Of Organization for the City. The amendment to this legislation is the addition of the Police Officer Cadet position within the Police Division. Detailed information on the Police Officer Cadet Program has been included in the meeting packet.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Police Officer Cadet Program
Resolution



HUBER HEIGHTS POLICE DIVISION

Integrity, Courage, Honor, Respect, Equality



This policy provides a framework for employee recruiting efforts for the position of a police cadet. This policy supplements the rules that govern employment practices for the Huber Heights Police Division and maintained by the Department of Human Resources.

The police cadet is an individual who has expressed an interest in law enforcement. The cadet position will be open when there is either a current or pending police officer vacancy. When the city establishes an eligibility list, if a candidate is currently not sworn, they may qualify for the police cadet position.

The police cadet:

- Will be a full time, non-exempt, non-union employee of the city
- Will be paid 15% below a probationary police officer rate of pay
- Will have full-time benefits such as healthcare, dental/vision, life insurance.
- Will be open to a qualified person who is at least 20 years old.
- Will pass the same screening process a potential police officer would (interview, background investigation, CVSA, command interview, psychological examination, physical examination, stress test, and fingerprints)
- Will enroll into a scheduled police academy, approved by the city. The city will be responsible for the police academy tuition and fees, to include Ohio Criminal Code Handbook, some uniform apparel, and other items (Appx. \$5,575)
- Until enrollment, the police cadet will be assigned to shadow employees of patrol, detective, public affairs, dispatch, and property room. This will be done for on-the-job training and to prepare themselves for sworn work.
- The uniform of the day will consist of issued black boots, khaki pants and a non-badged collar shirt provided by the City.
- Upon completion of the police academy cadet must schedule and receive a passing score on the state examination, within 30 days upon completion of the academy audit. The cadet will be promoted to a probationary police officer. They will then be covered under the Police Officer Collective Bargaining Agreement
- If certification is not obtained within 30 days upon completion of the academy audit, the cadet will reimburse the entire amount of the academy tuition and related expenses.
- If the cadet leaves the police division voluntarily within three years of appointment to the police officer position, the person will be responsible for a pro-rated repayment of expenses to the city (0-1 year: 100%) (1-2 years 75%) (2-3 years: 50%)

The police cadet will fall under the supervisor of the Special Operations Lieutenant. All issues shall be routed through that lieutenant or their designee.

The special operations lieutenant will be responsible for tracking the job performance of the cadet. They will be responsible for bi-weekly check-ins with the police academy commander.



*An Internationally
Accredited Agency*

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AMENDING AND/OR ESTABLISHING THE CITY OF HUBER HEIGHTS ORGANIZATIONAL CHART AND AUTHORIZING THE NEW PERSONNEL STAFFING LEVELS AS DETAILED BELOW.

WHEREAS, the citizens of Huber Heights require the efficient and effective delivery of municipal services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The attached organizational chart, personnel staffing levels, and position control numbers as established hereafter is hereby adopted.

Section 2. The authorized personnel staffing levels for the Clerk of Council are as follows.

<u>City Council</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Clerk of Council	1	504-101-2-2-01-F	50
Deputy Clerk of Council	1	504-202-1-2-01-F	25
Public Records Technician	1	504-213-1-2-01-P/H	20

Section 3. The authorized personnel staffing levels for the City Manager's Office are as follows:

<u>City Manager's Office</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
City Manager	1	505-100-2-2-01-F	per contract
Assistant City Manager	2	505-117-2-2-02-F	75
Assistant to City Manager	1	505-618-2-2-01-F	40
Administrative Assistant III	1	505-209-2-2-01-F	25
Communications Coordinator	1	505-615-2-1-01-F	40
Public Relations Specialist	1	505-622-2-1-01-F	40

Section 4. The authorized personnel staffing levels for the Department of Public Safety are as follows:

<u>Department of Public Safety</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Safety	1	505-116-2-2-01-F	75
<u>Division of Fire</u>			
Fire Chief	1	102-401-2-2-01-F	70
Assistant Chief	2	102-413-2-1-02F	60
Battalion Chief /Wellness Coordinator	1	102-403-1-1-01-F	PS
Battalion Chief	3	102-403-1-1-01-- 03F	PS
Captain	5	102-402-1-1-01—05F	PS
Fire Lieutenant	9	102-404-1-1-01-- 09-F	Contract
Firefighter/Paramedic	42	102-405-1-1-01—42-F	Contract
Firefighter/Paramedic Recruit	3	102-412-1-1-01—03-F	PS
Administrative Assistant III	2	102-200-1-2-01-- 02-F	25
Administrative Assistant I	1	102-200-1-2-01-P/H	10
Fire Inspector	1	102-501-1-2-01-F	30
Fire Inspector	3	102-501-1-2-01- 03-P/H	30
Fire-Prevention Manager/Plans Review	1	102-502-1-2-01-P/H	50
Fire Fleet/Facility Mgt. Clerk	1	102-503-1-2-01-P/H	10
Auxiliary \$1.00 per year	30	102-411-3-0-01--30-V	V
Chaplains – Fire	2	102-601-3-0-01--02-V	V
Medical Advisor	1	102-604-3-0-01-V	V

<u>Division of Police</u>			
Police Chief	1	101-406-2-2-01-F	70
Deputy Police Chief	1	101-411-2-2-01-F	60
Police Lieutenant	3	101-408-1-1-01--03-F	Contract
Police Sergeant	8	101-409-1-1-01--08-F	Contract
Police Officer	45	101-410-1-1-01--45-F	Contract
Police Officer Cadet	1	101-413-1-1-01-01-F	PS
Administrative Assistant III	1	101-200-1-2-01-F	25
Administrative Assistant II	1	101-213-1-2-01-F	20
Police Accreditation Technician	1	101-515-1-1-01-F	30
Police Records Clerks	2	101-204-1-1-01--02-F	Contract
Police Evidence/Fleet Mgt. Clerk	2	101-205-1-2-02-P/H	20
Communications/Records Manager	1	101-611-2-1-01-F	45
Communications/Records Supervisor	2	101-613-1-1-02-F	35
Communications Officer	15	111-502-1-1-01-15-F	Contract
Chaplain – Police	3	101-601-3-0-01—03-V	V

Section 5. The authorized personnel staffing levels for the Department of Information Technology are as follows:

<u>Department of Information Technology</u>		<u>Position Control No.</u>	<u>Pay Grade</u>
Information Technology Director	1	509-105-2-2-01-F	60
Systems Administrator	1	509-122-2-2-01-F	50
Information Technology Systems Analyst	3	509-609-1-2-03-F	45
GIS Technician	1	509-510-1-1-01-F	35

Section 6. The authorized personnel staffing levels for the Department of Finance are as follows:

<u>Department of Finance</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Finance	1	506-102-2-2-01-F	65

<u>Division of Accounting</u>			
Deputy Director of Finance	1	506-602-2-2-01-F	50
Grants and Procurement Coordinator	1	506-618-2-2-01-F	45
Accounting Generalist	2	506-603-2-2-02F	45
Accounts Payable Technician	1	506-504-1-1-01-F	25
Payroll Technician	1	506-505-1-1-01-F	30
Account Technician	1	506-206-1-1-01 F	25

<u>Division of Taxation</u>			
Tax Administrator	1	507-104-2-2-01-F	50
Assistant Tax Administrator	1	507-612-2-2-01-F	45
Tax Analyst	2	507-506-1-1-01--02-F	30
Tax Technician	6	507-507-1-1-01 -06-F	20
Administrative Assistant I	1	507-212-1-2-01- 01-F	10
Administrative Assistant I	1	507-212-1-2-01- 01P/H	10

Section 7. The authorized personnel staffing levels for the Department of Public Services are as follows:

<u>Department of Public Services</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Services	1	505-114-2-2-01-F	75

<u>Division of Engineering</u>			
City Engineer	1	320-106-2-2-01-F	65
Assistant City Engineer	2	320-119-2-2-02-F	55
Civil Engineer	1	320-605-2-2-01-01-F	50
Engineering Technician	2	320-509-1-1- 02-F	35
Administrative Assistant III	1	320-200-1-2-01-F	25

Division of Public Works

Public Works Manager	1	401-108-2-2-01-F	60
Public Works Supervisor	2	401-109-1-1-02-F	50
Public Works Crew Leader	3	401-302-1-1-03-F	Contract
Vehicle & Equipment Mechanic	3	401-300-1-1-03-F	Contract
Maintenance Technician	21	401-301-1-1-21-F	Contract
Administrative Assistant III	1	401-200-1-2-01-F	25
Custodian	1	401-305-1-2-01-F	10
Custodian	1	401-305-1-2-01-P/H	10

Division of Code Enforcement

Code Enforcement Manager	1	310-621-2-1-01-F	45
Code Enforcement Officer II	1	310-513-1-1-01-01-F	35
Code Enforcement Officer I	4	310-513-1-2-01-04-P/H	20
Seasonal Laborer	2	310-305-1-2-01-02-S	S

Section 8. The authorized personnel staffing levels for the Department of Economic Development are as follows:

<u>Department of Economic Development</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Economic Development Director	1	305-111-2-2-01-F	60
Economic Development Coordinator	1	305-614-2-1-01-F	40

Section 9. The authorized personnel staffing levels for the Department of Planning and Zoning are as follows:

<u>Department of Planning & Community Dev.</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Planning & Community Dev. Director	1	310-121-2-2-01-F	60
City Planner	1	310-118-2-2-01-F	55
Administrative Assistant III	1	310-200-1-2-01-F	25
Administrative Assistant I	1	310-207-1-1-01-F	10
Administrative Assistant I	1	310-207-1-2-01-P/H	10

Section 10. The authorized personnel staffing levels for the Department of Human Resources are as follows:

<u>Department of Human Resources</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Human Resources Director	1	510-120-2-2-01-F	60
Human Resources Specialist	2	510-617-1-1-02-F	40
Human Resources Assistant	1	510-514-1-2-01-P/H	30

Section 11. The authorized personnel staffing levels for the Department of Parks and Recreation Facilities are as follows:

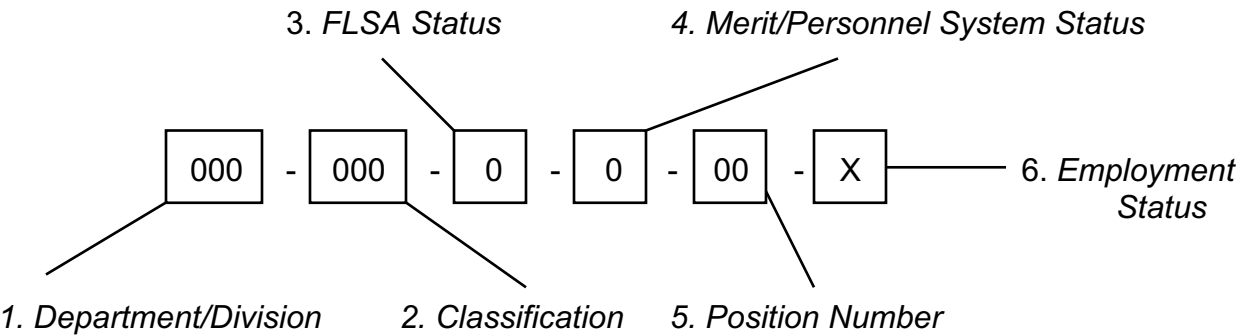
<u>Department of Parks and Recreation Facilities</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Parks Manager	1	216-616-2-2-01-F	45
Event and Program Coordinator	1	216-516-1-1-01-F	30
Senior Center Program Coordinator	1	215-110-2 -2 -01-P/H	20
Seasonal Laborer – Music Center	125	219-306-1-2-01--125-S	S
Seasonal Laborer-Maintenance	2,000-hrs	216-303-1-2-01--S	S
Seasonal Laborer-Program Leader	1,000-hrs	216-303-1-2-01-S	S

Section 12. Council further ratifies and affirms any and all previous legislation of Council that established, abolished or altered the functions and structures of any administrative department.

Section 13. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 14. That this Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Section 15. Position Control Number Explanation:



1. Department/Division: Number represents Fund Number in General Ledger:

101-Police	305-Economic Dev.	401-Public Works	507-Tax
102-Fire	310 Planning & Zoning	505-City Mgr.	509-I. T.
215-Senior Center	320-Engineering	506-Accounting	510-H.R
219 Parks & Recreation			

2. Classification: Number for classification or rank to which position is assigned, divided into defined series as shown below:

100-Administrative	300-Labor	500-Technical
200-Clerical	400-Sworn Safety	600-Professional

3. FLSA Status:

- 01-Non-exempt from minimum wage/overtime rules of FLSA (hourly)
- 02-Exempt from minimum wage/overtime rules of FLSA (salaried)
- 03-Unpaid Volunteer

4. Merit & Personnel System Status:

- 01-Position is in Non-exempt service of city per Section 8.02 of Charter
- 02-Position is in Exempt service of city per Section 8.02 of Charter

5. Position Number:

Unique two-digit number for each employment position authorized by this Resolution.

6. Employment Status:

- F-Full-time Position
- P-Part-time Position
- H-Hourly Position
- T-Temporary (created for specific time)
- S-Seasonal Position
- V-Volunteer Position

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10361

Topics Of Discussion G.

Council Work Session

Meeting Date: 09/17/2024

City Salary Ranges/Wage Levels

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

City Salary Ranges/Wage Levels

Purpose and Background

This legislation authorizes the salary ranges and wage levels of employees. The amendment to this legislation is the addition of the Police Officer Cadet position.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

ESTABLISHING AND/OR AMENDING THE SALARY RANGES AND WAGE LEVELS FOR EMPLOYEES OF THE CITY OF HUBER HEIGHTS, OHIO.

WHEREAS, the citizens of Huber Heights require efficient and effective delivery of municipal services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The pay ranges, compensation procedures, and administrative rules for non-bargaining employees are hereby established.

Section 2. City Council shall be responsible for establishing the actual salaries for the City Manager, the Clerk of Council, and the Deputy Clerk of Council. The salary ranges of the City Manager, the Clerk of Council, and the Deputy Clerk of Council are set forth in the following plan document.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

THE CITY OF HUBER HEIGHTS

PERFORMANCE COMPENSATION PLAN FOR NON-BARGAINING EMPLOYEES

1. Compensation Philosophy

It is the city's philosophy to support and enhance organizational performance through a fair, objective, and equitable merit-based pay plan which will attract, retain, and motivate high performing non-bargaining employees.

2. General Administrative Responsibilities

The Human Resources Director, under the direction of the City Manager is responsible for the administration of the Performance Compensation Plan, including the processing of pay rate increases, the adjustment of pay for promotions, re-employments and reassignments, and the initiation of necessary revisions in pay ranges. The Human Resources Director is responsible for interpreting the application of the program to all pay issues which are not specifically covered by this ordinance, using the principles expressed herein as a policy guide.

3. Plan Administration

- A. Market Surveys. The Human Resources Director shall conduct market surveys every three years or from time to time in order to collect updated comparable and competitive salary data, recommend revised pay structures and pay ranges as necessary, and recommend revised merit-based pay procedures. Such surveys and recommendations shall be conducted as positions become vacant, or upon request of a department/division head, or upon the initiation of the Human Resources Director when it is determined necessary for the effective administration of the Performance Compensation Plan.
- B. Structure Adjustments. Periodically, the Human Resources Director may recommend pay range adjustments to the City Manager in keeping with labor market trends, who in turn may make appropriate recommendations to City Council. Pay ranges (except for seasonal positions) shall include a minimum and maximum amount stated either as an annual salary or hourly rate.

- C. Assignment of Positions to Pay Ranges. The Human Resources Director shall be responsible for assigning each city employment position to a pay range based on market data and the City Manager's determination of the strategic value of positions and/or employees to the organization. Strategic value considerations may involve turnover, skill needs, attraction and retention issues, supply and demand for qualified applicants for particular positions, the impact of specific positions and employees on the organization's mission, and/or other relevant factors.

4. **Applicability**

This resolution and Performance Compensation Plan shall apply to and is the sole authority for setting rates of pay for the following categories of positions and employees: All regular full-time, regular part-time, provisional full-time, provisional part-time, hourly, temporary, and seasonal employees of the City of Huber Heights, Ohio except: the Mayor; members of City Council, the City Law Director; and all employees who are members of a collective bargaining unit recognized by the State Employment Relations Board.

5. **Positions and Pay Ranges**

<i>Pay Grade</i>	<i>Minimum Pay</i>	<i>Maximum Pay</i>
10	\$15,659.1	\$22,837.6
Custodian Administrative Assistant I Fire Fleet/Facility Management Clerk	\$32,570.93	\$47,502.21
20	\$17,981.3	\$27,631.5
Administrative Assistant II Public Records Technician Tax Technician Police Evidence/Fleet Management Clerk Senior Center Program Coordinator Code Enforcement Officer I	\$37,401.10	\$57,473.52
25	\$20,848.0	\$30,394.7
Account Technician Accounts Payable Technician Administrative Assistant III Deputy Clerk of Council	\$43,363.84	\$63,220.98
30	\$21,320.6	\$31,887.3
Police Accreditation Technician Payroll Technician Tax Analyst Event and Program Coordinator Fire Inspector Human Resources Assistant	\$44,346.85	\$66,325.58
35	\$24,660.0	\$35,115.3
GIS Technician Engineering Technician Code Enforcement Officer II Communications/Records Supervisor	\$51,292.80	\$73,039.82
40	\$26,553.4	\$38,194.9
Assistant to City Manager Communications Coordinator Economic Development Coordinator Human Resources Specialist Public Relations Specialist	\$55,231.07	\$79,445.39

45		\$26.6568	\$40.7918
Accounting Generalist Code Enforcement Manager Assistant Tax Administrator IT Systems Analyst Communications/Records Manager Parks Manager Grants and Procurement Coordinator		\$55,446.14	\$84,846.94
50		\$34.4624	\$48.4805
Deputy Director of Finance Fire Prevention Manager/Plans Review Tax Administrator Public Works Supervisor Clerk of Council Civil Engineer Systems Administrator		\$71,681.79	\$100,839.44
55		\$38.4696	\$53.8616
Assistant City Engineer City Planner		\$80,016.77	\$112,032.13
60		\$42.3125	\$59.2354
Human Resources Director IT Director Public Works Manager Economic Development Director Planning & Community Dev. Director Deputy Police Chief Assistant Fire Chief		\$88,010.00	\$123,209.63
65		\$46.5458	\$67.1190
City Engineer Director of Finance		\$96,815.26	\$139,607.52
70		\$53.5328	\$74.9459
Fire Chief Police Chief		\$111,348.22	\$155,887.47
75		\$48.6662	\$82.4363
Assistant City Manager Director of Public Safety Director of Public Services		\$101,225.70	\$171,467.50
80			
City Manager			Per Contract

<i>Position</i>	<i>Minimum Pay</i>	<i>Mid-point Pay</i>	<i>Maximum Pay</i>
Seasonal Laborer	N/A	N/A	\$20.00
Intern	N/A	N/A	\$20.00
Public Safety (PS)			
	Step 1	Step 2	
Battalion Chief	2% below Step 2	14% above top step Fire Lieutenant	
Battalion Chief/Wellness Coordinator	2% below Step 2	14% above top step Fire Lieutenant	
Fire Captain	2% below Step 2	6% above top step Fire Lieutenant	
Firefighter/Paramedic Recruit	15% below Step 1 FF/P	N/A	
Police Officer Cadet	15% below entry Officer	N/A	

Employees are paid bi-weekly on an hourly or salary basis. The bi-weekly pay rate for salaried employees is a calculation of the annual pay rate divided by 26 and the bi-weekly amount for hourly employees is a calculation of the annual pay rate divided by 2080 hours, to include those budget years with 27 pay periods. The bi-weekly amount for part-time/hourly employees, working less than a 40-hour week in a 2080 work year, is a calculation of the annual pay rate multiplied by the number of hours worked.

6. Compensation Adjustments

All of the following pay rate adjustments are subject to funding by City Council based upon the availability of funds and economic and budget projections and priorities.

- A. New Hires. Newly hired employees shall be hired at a rate of pay between the minimum and maximum of the applicable pay range. The exact pay rate shall be based on the employee's education, experience, knowledge, skills, and abilities. Prior to the making of a conditional offer of employment to a prospective new or newly promoted employee, the department/division head shall recommend a starting rate of pay which shall be forwarded to the Human Resources Manager for review and then to the City Manager for final action.
- B. Completion of Probation. Department/division heads may recommend a pay increase, not to exceed 2%, for newly hired or promoted employees upon the successful completion of probation or one year of employment. The department/division head should consider the employee's starting rate as related to their pay range, the pay of other employees in the position and in the employee's division, and the employee's performance in making this decision. Any such increase, upon approval by the City Manager, shall be paid from the division's regular payroll budget.
- C. Promotion. Employees who are promoted to positions with a higher level of duties and responsibilities shall be placed at a rate of pay between the minimum and maximum of the applicable pay range.
- D. Demotion. Employees who are demoted to positions with a lower level of duties and responsibilities because of less than satisfactory performance, failure to meet job requirements, or for disciplinary reasons shall be placed at the minimum of the new range, or receive a pay decrease not to exceed 10%, whichever results in the least loss of pay.
- E. Reassignment. Employees who are reassigned to positions with a lower pay grade through no fault of their own (i.e., reorganization, job abolishment, reduction-in-force, or market/technological factors, etc.), shall remain at their current rate of pay, or shall be placed at the maximum of the pay range, whichever is less. An employee who voluntarily requests and is granted a reassignment to a position with a lower pay grade will have their pay adjusted between the minimum and maximum of the lower pay grade.
- F. Temporary Upgrade to a Higher Position. Employees who are temporarily assigned (for a minimum of 7 consecutive calendar days) to perform all of the duties and assume all of the responsibilities of a position due to a position vacancy or an approved leave of absence of a position incumbent shall be receive a pay increase not

to exceed 5%. Temporary upgrades shall be recommended to the Human Resources Manager and approved by the City Manager in advance.

- G. Modification of Pay Ranges. When a position's pay range is modified upward, based on market data and/or strategic value, and the position is occupied, the incumbent shall retain his/her existing pay rate or be placed at the minimum of the new pay range, whichever is greater. When a position's pay range is modified downward, and the position is occupied, the incumbent shall remain at his/her current rate of pay.
- H. Transfers. Employees who transfer to another job in an identical pay range or to an identical position in another division in the same pay range, there will be no change in the employee's rate of pay.
- I. Transitional. In cases deemed necessary and appropriate by the City Manager, an appointment to a position in the non-exempt service, which is not yet vacated, but which position incumbent has provided the City Manager with a written notice of resignation or retirement on a date certain, which date is within 90 days following the date of such appointment.
- J. In the event there is a planned retirement, separation from service, or long-term leave of absence for medical or military service reasons, to ensure efficient and uninterrupted City operations, the City Manager may increase the permanent staffing of the department, or division, effected by the planned retirement or separation from service by one position per expected vacancy for the expected duration of that vacancy.
- K. Paid Intern Positions: In cases deemed necessary and appropriate by the City Manager, an appointment of a student intern may be made based on skill, experience, and the scope of the project to be completed

7. Compensation Increases

The compensation of each employee shall be reviewed annually by the department director/division manager, or Mayor and Council, for the purpose of determining which employees may be entitled to a performance-based increase. All personnel records, performance, and experience shall be considered in making recommendations with major emphasis placed on the evaluation. The City Manager or Mayor and Council is authorized to pay non-union employees a performance-based increase provided that said increase is within the approved salary range for the respective position. The performance-based increase may also be provided in the form of a bonus. The annual performance-based increase is determined upon the availability of funds and economic and budget projections and priorities.

Providing the Collective Bargaining Agreements receive an annual increase, the City shall adjust the compensation of all non-union employees, to include employees of the City Council, to reflect the same annual increase within the respective year.

To be eligible for a performance-based increase, an employee must be employed with at least six months of continuous service before the merit award date.

An employee whose pay is at the maximum of the compensation range may not be granted an increase that would cause the base compensation to exceed the maximum of the range for that position. The employee would continue to be eligible for an annual increase and performance bonus, with a lump sum increase based upon the percentage increase. The pay range, however, does not change until a new market study is conducted, every three years, and a recommendation is made to revise pay structures and pay ranges as necessary

Passed by Council on the ____ day of _____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10307

Topics Of Discussion H.

Council Work Session

Meeting Date: 09/17/2024

Authentix TIF District

Submitted By: Kyren Gantt

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Economic Development

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: None

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Authentix TIF District

Purpose and Background

The purpose of this Economic Development Plan (the "Plan") is to satisfy the requirement of Section 5709.40(A)(5)(f) of the Ohio Revised Code, which requires that an economic development plan evidence that the public infrastructure serving a proposed residential tax increment financing incentive district is inadequate to meet the development needs of the district. This Plan has been developed to continue the efficient and effective development of the City of Huber Heights, Ohio (the "City"). This Plan relates to the proposed development of a 288+/- market-rate multifamily housing development on approximately 15 contiguous acres within the City, known as the Authentix Development Project (the "Project"). The proposed development is located west of Brandt Pike, north of Fishburg Road, and south of Chambersburg Road. The City has determined that the construction of the Project is expected to result in the creation of employment opportunities within the City as well as the creation of market-rate multifamily housing for residents of the City.

The City is considering the creation of a residential Tax Increment Financing (TIF) Incentive District (the "Incentive District") which will include the proposed Authentix residential development. The Incentive District will: (1) use quality architecture and design; (2) permit the development of high quality, multi-unit housing; (3) enhance the City by providing for public infrastructure improvements necessary for the preservation and advancement of public health, safety, and well-being; and (4) increase the City's collection of income taxes and, over time, real property taxes.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

The developer estimates that the Authentix Development Project will have a total fair market value of approximately \$38,880,055 upon completion.

Attachments

Legislation Calendar

Certificate Of City Engineer

Ordinance

Exhibit A

Exhibit A - Attachment A

Exhibit A - Attachment B

Exhibit B

**Authentic TIF District
Legislative Schedule
2024**

June 18 (Work Session):	Introduce Economic Development Plan
June 24 (Council):	First Reading (Economic Development Plan)
July 8 (Council):	Second Reading & Final Adoption (Economic Development Plan)
July 12 (Staff):	Notice to Property Owner(s)
July 12 (Staff):	Notice to County
July 12 (Staff):	Notice to School Boards
September 17 (Work Session):	Schedule Public Hearing (Formality Only)
September 23 (Council):	Public Hearing & First Reading (TIF Ordinance)
October 14 (Council):	Second Reading & Final Adoption (TIF Ordinance)

CERTIFICATE OF CITY ENGINEER
PURSUANT TO OHIO REVISED CODE SECTION 5709.40(A)(5)(f)

WHEREAS, pursuant to Ohio Revised Code Section 5709.40(C), City Council of the City of Huber Heights, Ohio (the "*City*"), by its proposed Ordinance No. 2024-O-2643 (the "*Proposed Ordinance*"), intends to create the "Authentix Development Project Incentive District" (the "*Proposed District*") and to declare improvements to parcels of real property located within the Proposed District to be a public purpose and exempt from taxation; and

WHEREAS, the real property specifically identified and depicted on Exhibit A to the Proposed Ordinance (collectively, the "*Parcels*") is located in the City of Huber Heights, Montgomery County, Ohio; and

WHEREAS, the boundary of the Proposed District would be coextensive with the boundary of the Parcels within the Proposed District as further depicted and described on Exhibit A to the Proposed Ordinance; and

WHEREAS, City Council approved Ordinance No. 2024-O-2643 approving the "Authentix Development Project –Residential Incentive District" (the "*Development Plan*") on July 8, 2024 which Development Plan details the development needs of the Parcels and the Proposed District;

NOW, THEREFORE, I certify that I am the duly appointed, qualified and acting City Engineer of the City of Huber Heights, Ohio, and that:

1. The Proposed District contains an area not more than three hundred acres in size enclosed by a continuous boundary.
2. The public infrastructure serving the Proposed District is inadequate to meet the development needs of that Proposed District as evidenced by the Development Plan as adopted by City Council.

Dated: August 26, 2024


Russell Bergman, P.E.
City Engineer
City of Huber Heights, Ohio

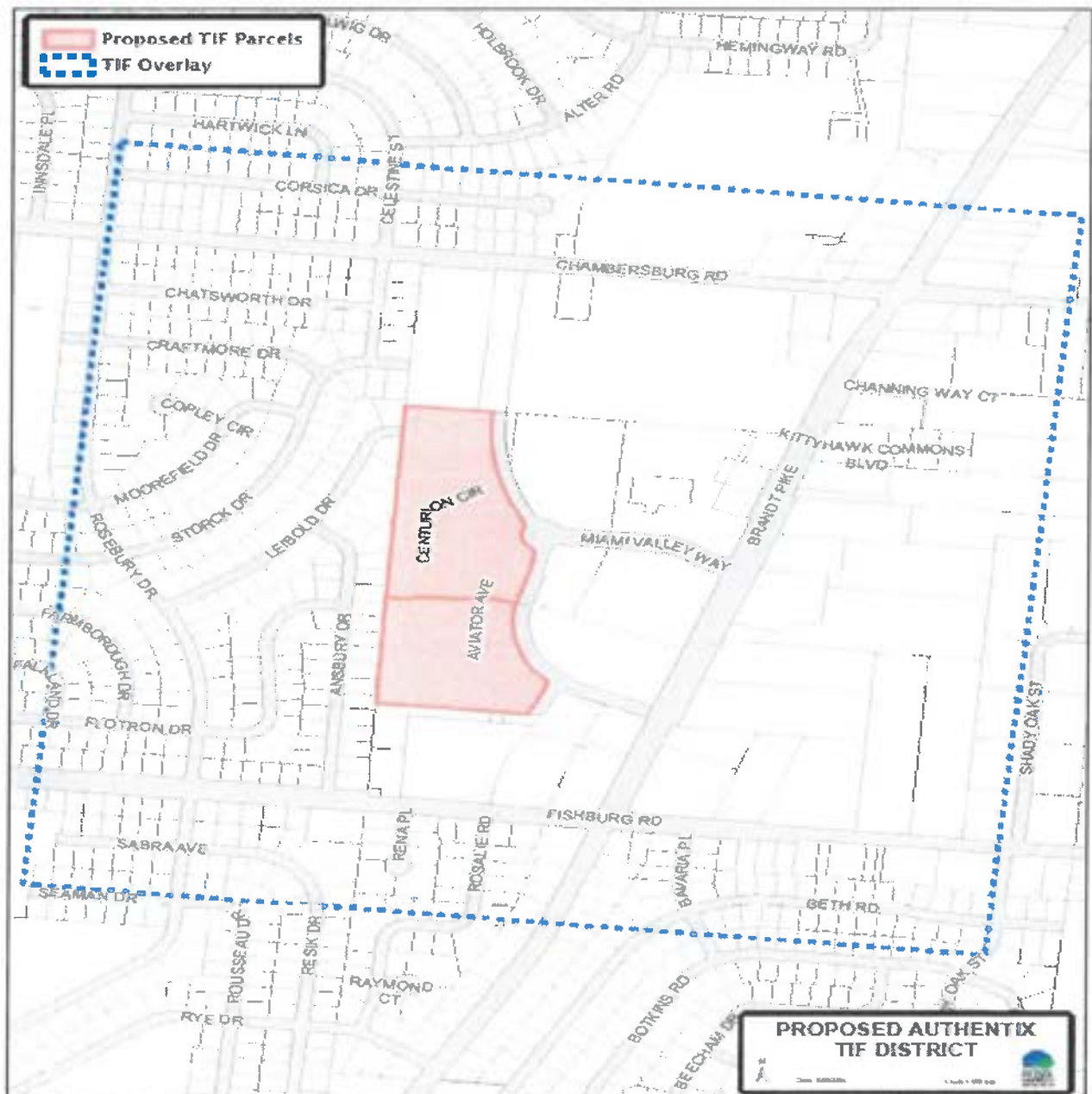
EXHIBIT A

IDENTIFICATION AND MAP OF THE INCENTIVE DISTRICT

The enclosed area on the following map specifically identifies and depicts the Parcels and the boundaries of the Incentive District, and constitutes part of this Exhibit A. The following Parcel numbers are as of August 26, 2024 and are included for ease of reference only.

Parcel Numbers:

TAXPINNO	LOC_NBR	LOC_STREET	LOC_SUFFIX	LOC_AREA
P70039120147	6185	BRANDT	PK	HUBER HEIGHTS



CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

CREATING A TAX INCREMENT FINANCING INCENTIVE DISTRICT; DECLARING IMPROVEMENTS TO THE PARCELS WITHIN THE INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT BENEFIT OR SERVE PARCELS IN THE INCENTIVE DISTRICT; AUTHORIZING COMPENSATION PAYMENTS TO MONTGOMERY COUNTY, OHIO, THE HUBER HEIGHTS CITY SCHOOL DISTRICT AND THE MIAMI VALLEY CAREER TECHNOLOGY CENTER.

WHEREAS, this Council has determined pursuant to Ohio Revised Code (“*ORC*”) Sections 5709.40, 5709.42 and 5709.43 (collectively, the “*TIF Statutes*”) to declare the improvement to each parcel of real property located within the incentive district to be a public purpose and exempt from taxation, require the owner of each parcel to make service payments in lieu of taxes, require the owner of each parcel to make service payments in lieu of taxes, to provide for the distribution of an applicable portion of such service payments to the County of Montgomery, Ohio, the Huber Heights City School District and the Miami Valley Career Technology Center, establish a municipal public improvement tax increment equivalent fund for the deposit of the remainder of those service payments, and specify public infrastructure improvements made, to be made or in the process of being made that benefit or serve in Exhibit A attached hereto, or that once made will benefit or serve, parcels in the incentive district; and

WHEREAS, this Council has determined to create the Authentix Development Project Incentive District, a residential incentive district (the “*Incentive District*”), the boundaries of which will be coextensive with the boundaries of, and will include, the parcels of real property specifically identified and depicted in Exhibit B attached hereto (as currently or subsequently configured, the “*Parcels*”, with each of those parcels referred to herein individually as a “*Parcel*”); and

WHEREAS, the City anticipates that 288 market-rate multi-family homes will be constructed within the Incentive District (collectively, the “*Project*”); and

WHEREAS, by Ordinance No. 2024-O-2643 passed on July 8, 2024, this Council approved an Economic Development Plan for the Authentix Development Project Incentive District (the “*Economic Development Plan*”), which Economic Development Plan is on file in the City’s Division of Engineering; and

WHEREAS, the City Engineer has certified to this Council that (i) the Incentive District and the related overlay area is less than 300 acres in size and is enclosed by a continuous boundary and (ii) the public infrastructure serving the Incentive District is inadequate to meet the development needs of the Incentive District as evidenced by the Economic Development Plan; and

WHEREAS, notice of the public hearing regarding this Ordinance has been sent by first class mail to each owner of real property within the proposed Incentive District at least 45 days prior to such hearing, which notice included a map of the proposed Incentive District as well as the overlay area required by ORC Section 5709.40(C)(2); and

WHEREAS, a public hearing regarding this Ordinance was conducted by the City on September 23, 2024 which hearing was conducted at least 45 days following the provision of notice to each owner of real property within the proposed Incentive District; and

WHEREAS, notice of this proposed Ordinance has been delivered to the Board of County Commissioners of Montgomery County, Ohio in accordance with and within the time period prescribed in ORC Section 5709.40(E); and

WHEREAS, notice of this proposed Ordinance has been delivered to the Board of Education of the Huber Heights City School District and the Miami Valley Career Technology Center in accordance with and within the time periods prescribed in ORC Sections 5709.40 and 5709.83.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Huber Heights, State of Ohio, of the elected members concurring, that:

Section 1. Incentive District Findings and Determinations; Creation of Incentive District.

This Council hereby: (a) accepts and adopts the City Engineer's certification to this Council and the City Engineer's findings set forth therein that (i) the Incentive District and the related overlay area is less than 300 acres in size and is enclosed by a continuous boundary and (ii) the public infrastructure serving the Incentive District is inadequate to meet the development needs of the Incentive District as evidenced by the Economic Development Plan, (b) finds and determines that the Project will place additional demand on the Public Infrastructure Improvements, (c) finds and determines that the City sent written notice of the public hearing regarding this Ordinance by first class mail to each owner of real property within each proposed Incentive District at least 30 days prior to such hearing, which notice included a map of the proposed Incentive District as well as the overlay area required by ORC Section 5709.40(C)(2), (d) finds and determines that this Council has not received a request from the owner of any real property within any proposed Incentive District to exclude that owner's property from the Incentive District, (e) finds and determines that notice of this Ordinance has been delivered to the Board of County Commissioners of Montgomery County, Ohio within the time period prescribed in ORC Section 5709.40 and (f) finds and determines that notice of this ordinance has been delivered to the Huber Heights City School District and the Miami Valley Career Technology Center within the time periods prescribed in ORC Sections 5709.40 and 5709.83. This Council further finds that the sum of the taxable value of real property in the Incentive District for tax year 2025 and the taxable value of all real property in the City that would have been taxable in tax year 2025 were it not for the fact that the property was in an existing incentive district and therefore exempt from taxation, does not exceed twenty-five percent of the taxable value of real property within the City for tax year 2025. Pursuant to the TIF Statutes, this Council creates the Authentix Development Project Incentive District, the boundaries of which are coextensive with the boundaries of, and include, the Parcels as depicted on Exhibit B attached hereto.

Section 2. Public Infrastructure Improvements. This Council designates the Public Infrastructure Improvements described in Exhibit A attached hereto, and any other public infrastructure improvements hereafter designated by ordinance, as public infrastructure improvements made, to be made or in the process of being made by the City that benefit or serve, or that once made will benefit or serve, the Parcels.

Section 3. Authorization of Tax Exemption; Life of Incentive District. Pursuant to and in accordance with the provisions of ORC Section 5709.40(C), this Council hereby declares that 100% of the increase in assessed value of each Parcel subsequent to the effective date of this Ordinance (which increase in assessed value is hereinafter referred to as the "Improvement," as defined in ORC Section 5709.40(A)) is a public purpose and exempt from taxation for a period coextensive with the life of the Incentive District. The life of the Incentive District commences with the first tax year that begins after the effective date of this Ordinance and in which an Improvement attributable to a new structure would first appear on the tax list and duplicate of real and public utility property for any Parcel within the Incentive District were it not for the exemption granted in this Ordinance and ends on the earlier of (a) 30 years after such commencement or (b) the date on which the City can no longer require service payments in lieu of taxes, all in accordance with the requirements of the TIF Statutes. Notwithstanding any other provision of this Ordinance, the exemption granted pursuant to this Section 3 and the payment obligations established pursuant to Section 4 of this Ordinance are subject and subordinate to any tax exemption applicable to the Improvement approved by the City pursuant to ORC Sections 3735.65 through 3735.70.

Section 4. Service Payments and Property Tax Rollback Payments. Subject to any tax exemption applicable to the Improvement approved by the City pursuant to ORC Sections 3735.65 through 3735.70, and pursuant to ORC Section 5709.42, the owner of each Parcel is hereby required to make annual service payments in lieu of taxes with respect to the Improvement to that Parcel to the Treasurer of Montgomery County, Ohio (the "*County Treasurer*") on or before the final dates for payment of real property taxes. Each service

payment in lieu of taxes, including any penalties and interest at the then current rate established for real property taxes (collectively, the “*Service Payments*”), will be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvement if it were not exempt from taxation pursuant to Section 3 of this Ordinance. The Service Payments, and any other payments with respect to each Improvement that are received by the County Treasurer in connection with the reduction required by ORC Sections 319.302, 321.24, 323.152 and 323.156, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the “*Property Tax Rollback Payments*”), will be deposited and distributed in accordance with Section 6 of this Ordinance.

Section 5. TIF Fund. This City Council establishes, pursuant to and in accordance with the provisions of ORC Section 5709.43, the Authentix Development Project Incentive District Municipal Public Improvement Tax Increment Equivalent Fund (the “*TIF Fund*”). The TIF Fund shall be maintained in the custody of the City and shall receive all distributions to be made to the City pursuant to Section 6 of this Ordinance. Those Service Payments and Property Tax Rollback Payments received by the City with respect to the Improvement of each Parcel and so deposited pursuant to ORC Section 5709.42 shall be used solely for the purposes authorized in the TIF Statutes or this Ordinance (as it may be amended or supplemented). The TIF Fund shall remain in existence so long as such Service Payments and Property Tax Rollback Payments are collected and used for the aforesaid purposes, after which time the TIF Fund shall be dissolved and any incidental surplus funds remaining therein transferred to the City's General Fund, all in accordance with ORC Section 5709.43.

Section 6. Distribution of Funds. Pursuant to the TIF Statutes, the County Treasurer is requested to distribute the Service Payments and the Property Tax Rollback Payments as follows:

(a) to Montgomery County, Ohio, any amounts payable pursuant to ORC Section 5709.40(E)(3) or as otherwise established in a compensation agreement between the City and Montgomery County, Ohio;

(b) to the Huber Heights City School District, an amount equal to the amount the Huber Heights City School District would otherwise have received as real property tax payments (including the applicable portion of any Property Tax Rollback Payments) derived from the Improvement to each Parcel if the Improvement had not been exempted from taxation pursuant to this Ordinance;

(c) to the Miami Valley Career Technology Center, an amount equal to the amount the Miami Valley Career Technology Center would otherwise have received as real property tax payments (including the applicable portion of any Property Tax Rollback Payments) derived from the Improvement to each Parcel if the Improvement had not been exempted from taxation pursuant to this Ordinance; and

(d) to the City, all remaining amounts for further deposit into the TIF Fund for payment of costs of the Public Infrastructure Improvements, including, without limitation, debt charges on any notes or bonds of the City issued to pay or reimburse costs of those Public Infrastructure Improvements or finance costs for those improvements.

All distributions required under this Section are requested to be made at the same time and in the same manner as real property tax distributions.

Section 7. Further Authorizations. This City Council hereby authorizes and directs the City Manager, the Director of Finance, the Law Director, the Clerk of Council or other appropriate officers of the City to make such arrangements as are necessary and proper for collection of the Service Payments and the Property Tax Rollback Payments. This City Council further hereby authorizes and directs the City Manager, the Director of Finance, the Law Director, the Clerk of Council or other appropriate officers of the City to prepare and sign all documents and instruments and to take any other actions as may be appropriate to implement this Ordinance.

Section 8. Tax Incentive Review Council. The applicable Tax Incentive Review Council, with the membership of that Council to be constituted in accordance with ORC Section 5709.85,

shall, in accordance with ORC Section 5709.85, review annually all exemptions from real property taxation granted by this Ordinance and any other such matters as may properly come before that Council, all in accordance with ORC Section 5709.85.

Section 9. Filings with Ohio Department of Development. Pursuant to ORC Section 5709.40(I), the City Manager is hereby directed to deliver a copy of this Ordinance to the Director of the Ohio Department of Development within fifteen days after its effective date. Further, and on or before March 31 of each year that the tax exemption authorized by Section 3 remains in effect, the Director of Development or other authorized officer of the City is directed to prepare and submit to the Director of the Ohio Department of Development the status report required under ORC Section 5709.40(I).

Section 10. Open Meetings. This City Council finds and determines that all formal actions of this City Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Council or any of its committees, and that all deliberations of this City Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including ORC Section 121.22.

Section 11. Effective Date. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the City, and for the further reason that this Ordinance is required to be immediately effective in order to facilitate the orderly and timely development of the Project and the related Public Infrastructure Improvements; therefore, this Ordinance shall be in full force and effect immediately upon its passage.

Passed by Council on the ____ day of _____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

CERTIFICATE

The undersigned, Clerk of Council of the City of Huber Heights, Ohio, hereby certifies that the foregoing is a true and correct copy of Ordinance No. 2024-O-____ passed by the City Council of the City of Huber Heights, on _____, 2024.

Clerk of Council

EXHIBIT A

CITY OF HUBER HEIGHTS, OHIO
AUTHENTIX DEVELOPMENT PROJECT
RESIDENTIAL INCENTIVE DISTRICT
ECONOMIC DEVELOPMENT PLAN

May 8, 2024

The Plan

The purpose of this Economic Development Plan (the “Plan”) is to satisfy the requirement of Section 5709.40(A)(5)(f) of the Ohio Revised Code, which requires that an economic development plan evidence that the public infrastructure serving a proposed residential tax increment financing incentive district is inadequate to meet the development needs of the district. This Plan has been developed to continue the efficient and effective development of the City of Huber Heights, Ohio (the “City”).

Proposed Development

This Plan relates to the proposed development of a 288+/- market-rate multifamily housing development on approximately 15 contiguous acres within the City, known as the Authentix Development Project (the “Project”). The proposed development is located west of Brandt Pike, north of Fishburg Road, and south of Chambersburg Road. The City has determined that the construction of the Project is expected to result in the creation of employment opportunities within the City as well as the creation of market-rate multi-family housing for residents of the City. The current development plans for the Project are contained in Attachment A.

Proposed Incentive District

The City is considering the creation of a residential Tax Increment Financing (TIF) Incentive District (the “Incentive District”) which will include the proposed residential development. The Incentive District will: (1) use quality architecture and design; (2) permit the development of high quality, multi-unit housing; (3) enhance the City by providing for public infrastructure improvements necessary for the preservation and advancement of public health, safety, and well-being; and (4) increase the City’s collection of income taxes and, over time, real property taxes.

Public Infrastructure Improvements

Service payments in lieu of taxes collected from the proposed Incentive District will fund public infrastructure improvements necessary to support multifamily development, including, without limitation, the installation of utilities, roadways, sidewalks, and streetlights. It is understood that the City is only responsible for maintaining infrastructure within the public right of way or other public easement.

Water Improvements- It shall be the obligation of the Developer to construct the water lines, fire hydrants, valves, and related appurtenances within the Project to service only the Authentix Development Project, which water lines, fire hydrants, valves, and related appurtenances shall be installed and inspected pursuant to plans and specifications approved by the City Engineer in accordance with the City's standards. The domestic water network will be composed of a tap connection and public extension within a recorded public easement onto the developed portion of the property, connecting to a municipal utility provider-approved meter and backflow assembly, generally thereafter further consisting of an appropriately sized underground fire water loop routed throughout the site and to building structures within a recorded public easement, servicing fire hydrants, fire sprinkler systems, standpipes and other emergency connections, as well as an appropriately sized underground private water loop routed throughout the site and to building structures servicing the domestic and potable water infrastructure requirements of the Project. The City hereby confirms that it will supply water services to the Project, including maintenance of any water lines and related appurtenances accepted by the City as public improvements, under the terms and conditions that it supplies such services to similarly situated customers and that it has, and will have, sufficient capacity to supply such services to the Project.

Roadways- All private drives and internal roads on the property servicing the Project shall be constructed by the Developer, as needed for its intended use of the Project. All private drives and internal roads servicing the Apartment Housing Complex shall be (A) constructed in accordance with the standards customarily employed by a multi-family developer for projects of a similar scope and size, (B) designed in accordance by a licensed professional engineering firm using the degree of care and skill ordinarily exercised by reputable professionals practicing in the same field of service in the State of Ohio, and (C) located in accordance with final development plans and permits approved by the City.

All public roads or public road modifications on the Property shall be constructed by the Developer, in accordance with City standards, and as may be applicable and appropriate to the type of road being constructed. Any such public roads or public road modifications constructed on the Property shall be (A) located within current or future dedicated right of way, and (B) reviewed, inspected and approved by the City. The City shall be responsible for maintenance of any public roads and related appurtenances accepted by the City as public improvements.

Adjacent Public Roads. The City acknowledges that it is responsible for the construction, repair and maintenance of the extension of Miami Valley Way and

Meadows Park Drive as shown on those certain Public Improvement Plans for: Meadows Park Drive prepared by Burkhardt Engineers Project 23.185 (“Road Improvements” and collectively with the Water Improvements and Sewer Improvements, the “Public Improvements”).

Additional improvements will include all Public Infrastructure Improvements (as that term is defined in Section 5709.40(A)(8) of the Ohio Revised Code) that directly benefit, or that once made will directly benefit, the Incentive District, as detailed in the Citywide Infrastructure Reliance Study prepared by LBJ, Inc. (see Attachment B), dated September 30, 2022. Improvements will include, but not be limited to, excavating, grading, paving, constructing and installing curbs and gutters, public utilities which include water mains, sanitary sewers, and storm sewers, street lighting, sidewalks, bikeways, landscaping, traffic signalization, and also including design and other related costs, any right-of-way acquisition, erosion and sediment control measures, grading and other related work, survey work, soil engineering and construction staking, and in each case, all other costs and improvements necessary and appurtenant thereto, all of which will directly benefit, or that one made will direct benefit the Incentive District.

Conclusion

Residential development has been an important catalyst to the City’s economic development success. The proposed development area will serve as an additive for sustaining such economic development in the City. The residential development will provide a desired housing option for the City’s growing population. The public infrastructure improvements will support the residential development by increasing the safety levels of the pedestrian transportation and recreational amenities utilized by the residents of the proposed development. The proposed Incentive District is located in an area identified by the City for growth and development.

Analysis and Assessment

The proposed residential development described in this Plan will help play a vital role in supporting the growth and preservation of the community through planned development. The proposed residential development will create an urgent need for infrastructure upgrades in this area of the City. The service payments in lieu of taxes generated by the proposed Incentive District will assist in financing public infrastructure improvements vital to the growth and development of the proposed development. Moreover, the Incentive District will ensure such amenities are

maintained in a timely and appropriate manner to ensure their safe and effective use by residents of the proposed development.

Attachments

Attachment A: Current development plans for the Project

Attachment B: Citywide Infrastructure Reliance Study

LEGEND

1

CLUBHOUSE

2

PROPOSED FULL ACCESS POINT

3

PROPOSED EMERGENCY ACCESS POINT

4

TRASH ENCLOSURE

5

MAIL KIOSK

6

MONUMENT SIGN

7

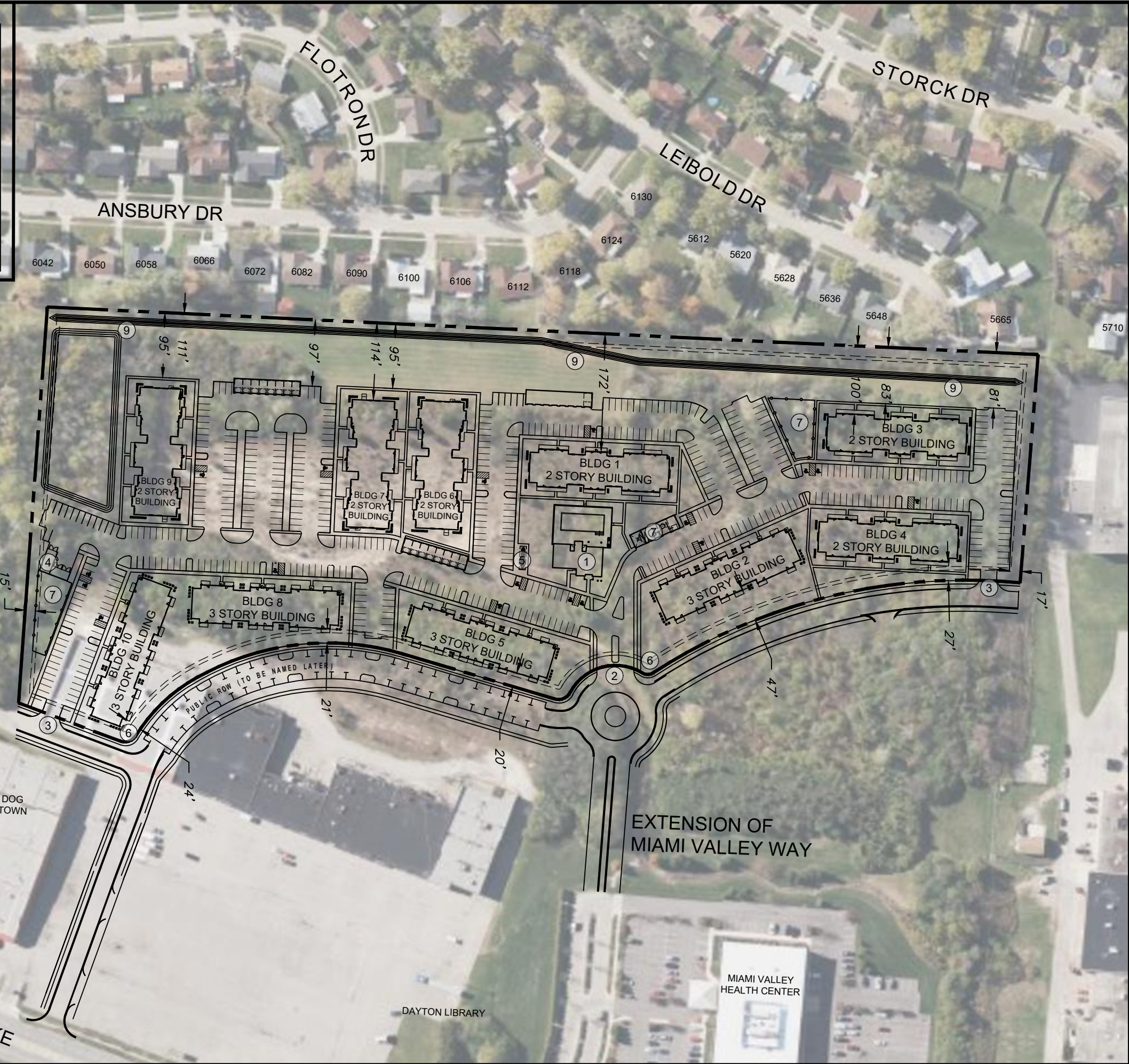
LEASH-FREE PET PARK

8

MAINTENANCE, CAR CARE CENTER, ADA GARAGE, & PACKAGE CENTER

9

6" PRIVACY FENCE ATOP A 5' BERM



VICINITY MAP
SCALE: NTS

CONTINENTAL PROPERTIES

W134 N8675 EXECUTIVE PARKWAY
MENOMONEE FALLS, WI 53051
262.502.5500 * FAX 262.502.5522

ON BEHALF OF
CONTINENTAL 752 FUND LLC

PROJECT INFORMATION

AUTHENTIX HUBER HEIGHTS

MIAMI VALLEY WAY & BRANDT PIKE | HUBER HEIGHTS, OH

CONTINENTAL 752 FUND LLC

SITE INFORMATION	
MULTIFAMILY AREA	35.73 ACRES
TOTAL AREA	35.73 ACRES
DENSITY	38.33 DU/ACRE
BUILDING / LANDSCAPE SETBACKS	NORTH 95' / 15'
	SOUTH 105' / 25'
	EAST 30' / 15'
	WEST 90' / 80'
BUILDING INFORMATION	
CLUBHOUSE	AUTHENTIX
RESIDENT BUILDINGS	QUANTITY HEIGHT
1,36A (36 DU/BUILDING)	4 3-STORY / 45'
1,36B (24 DU/BUILDING)	3 2-STORY / 35'
1,36C (24 DU/BUILDING)	3 2-STORY / 35'
TOTAL RESIDENT BUILDINGS	10
GENERAL HOME MIX	HOUSES PERCENTAGE
STUDIO	24 8%
1-BEDROOM	120 42%
2-BEDROOM	120 42%
3-BEDROOM	24 8%
TOTAL HOMES	288 100%
PARKING INFORMATION	
PARKING	QUANTITY
DETACHED GARAGES	24
BO (8-BAY)	3
CARPORTS	8
GROUND BUILDING (MG-PL)	1
TOTAL COVERED PARKING	25
SURFACE PARKING	507
(NOT INCLUDING CLUBHOUSE)	
APRON SPACES	NOT INCLUDED
TOTAL UNCOVERED PARKING	507
TOTAL PARKING PROVIDED	550
TOTAL HOME PARKING RATIO	1.91
ON-STREET PARKING (WEST-SIDE ONLY)	26
OVERALL GARAGES/HOME	0.09
COVERED PARKING RATIO	0.05
CLUBHOUSE PARKING	18
ADA PARKING	17
PARKING DIMENSIONS	
STANDARD STALL	9' X 18'
ADA STALL	9' X 18'
DRIVE WIDTH	26'/24'
SITE AMENITIES	
AMENITY	QTY / SF / NOTES
SWIMMING POOL	INCLUDED
FITNESS CENTER	INCLUDED
CAR CARE CENTER	INCLUDED
PET PLAYGROUND TYPE B	4,000 SQFT
PET PLAYGROUND TYPE C	4,300 SQFT
ENCLOSED YARDS	24
STORAGE LOCKERS	0
PARCEL PICKUP	INCLUDED
GRILLING AREA	INCLUDED
PROPERTY BOUNDARY	SURVEY

ATTACHMENT A

0 75 150 300

0 75 150 300

SHEET INFORMATION

CONCEPTUAL SITE PLAN

DRAWN DATE: 9/8/2023
DRAWN BY: TLS

SHEET NUMBER

D1-3.0

Wednesday, November 18, 2020 10:11:31 AM
E:\Continental Properties\CAD - Documents\Ohio\Huber Heights\Senior Center\2-2023.dwg

ATTACHMENT B



CITYWIDE INFRASTRUCTURE RELIANCE STUDY

September 30, 2022



PREPARED FOR:

City of Huber Heights
Mr. Bryan Chodkowski

6131 Taylorsville Road
Huber Heights, Ohio 45424

PREPARED BY:

LJB Inc.

2500 Newmark Drive
Miamisburg, OH 45342
(937) 259-5000

Daniel J. Hoying, P.E., P.S., STP
DHoying@LJBinc.com

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 > Appendix B: Infrastructure District 2

 > Appendix C: Infrastructure District 3

 > Appendix D: Infrastructure District 4

 > Appendix E: Infrastructure District 5

 > Appendix F: Infrastructure District 6

 > Appendix G: Infrastructure District 7

 > Appendix H: Infrastructure District 8



> METHODOLOGY

BACKGROUND

The City of Huber Heights commissioned LJB Inc. to conduct a citywide Infrastructure Reliance Study that evaluates critical linkages in the city's roadway, water, wastewater, and stormwater infrastructure. The results of this study will help the city better understand the correlation and interdependence of infrastructure elements, which will better position the city for funding opportunities for the maintenance and expansion of critical services for city residents and businesses. Increased funding for infrastructure allows Huber Heights to better distribute improvements throughout the city, improve service, and attract new developments.

The City of Huber Heights covers 25 square miles with a population of more than 43,000 residents and 800 businesses. The city also includes 233.91 centerline miles of roadways, 210.24 miles of water main, 189.71 miles of sanitary sewer, and 163.81 miles of stormwater infrastructure facilities.

INFRASTRUCTURE ATTRIBUTE APPROACH

Infrastructure Districts

Allocation of the city's 45,833 individual infrastructure elements distributed over 25 square miles requires suballocation of districts within the city. The LJB team collaborated with city staff to develop 8 Infrastructure Districts. Most city infrastructure exists within roadway right of way. Right of way for major roadway corridors were selected as borders of the Infrastructure Districts. The city corporation limits were bisected by SR 202 and SR 201 in the north and south direction and by the Montgomery County / Miami County line, I-70, Taylorsville Road and Fishburg Road in the east west directions. These corridors were selected as District borders at various points in the city. **Figure 1**, on the following page, depicts the Infrastructure Districts that are used throughout this study.

The infrastructure facilities identified for evaluation in this study are each linked to the residents and businesses in the city in different ways. For that reason, a different approach was used for the determination of how each of the different infrastructure facility categories provides service to a region of the city. A description of the allocation approach that was used for each asset category is included below.

Mapping of the infrastructure elements attributable to each of the Infrastructure Districts is included in the Appendices of this report. Maps include an overall District Infrastructure Map as well as individual maps for each of the roadway, water, sanitary sewer and stormwater assets for that district.

Roadways

The city's roadway network provides critical access for people and goods to reach homes and businesses throughout the city. These residences and businesses rely on the roadway network to reach points inside and outside the city limits. The primary roadways that carry people and goods to points beyond the city limits are I-70, SR 202 and SR 201. A roadway segment was allocated to an Infrastructure District if it is located within that District or provided a critical, convenient link between residences and businesses within the district to the I-70, SR 202 or SR 201 corridors.

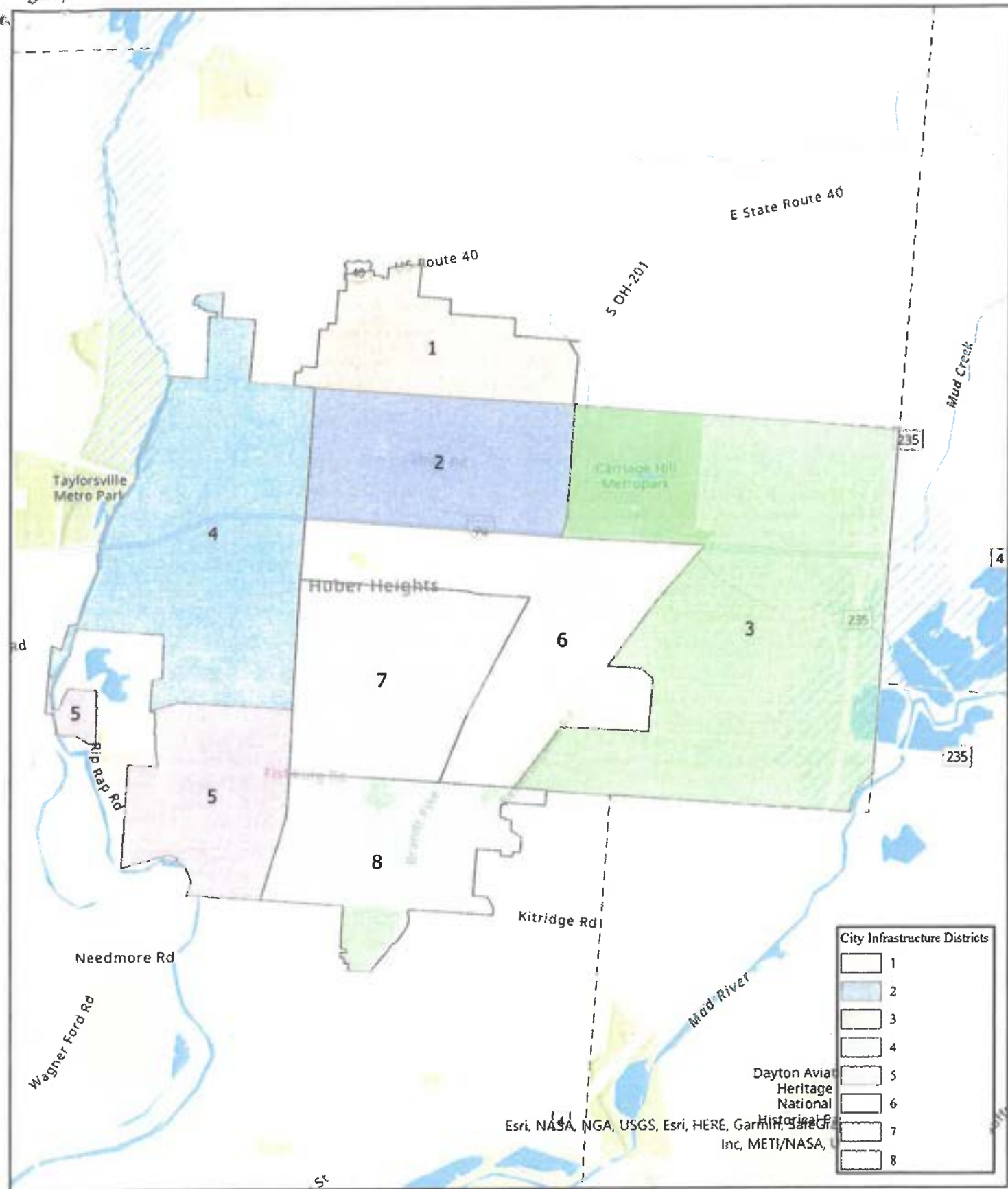
Clarifications

- > The Ohio Department of Transportation owns and maintains I-70 including grade separated interchanges with State Route 202 (SR 202) and State Route 201 (SR 201). This facility was not allocated to any of the Infrastructure Districts as it is not maintained by the city.
- > US 40 and SR 4 are also significant roadway assets in the region. While the city borders on these facilities, they are not maintained by the city and were not included in the study beyond being destinations beyond the city limits that are connected to the city's primary corridors.



Huber Heights Infrastructure Districts

Figure 7.1



0 0.5 1 2 Miles

1 inch equals 1 miles



Water Infrastructure

The city's supply of potable water for residential and commercial use and fire protection throughout the city is a very interconnected system. The entire city relies on the water treatment plant to provide safe water. The entire city also relies on elevated storage tanks, booster stations, and a network of pipes 6" in diameter and larger that provide appropriate redundancy and pressure balancing to all areas of the city.

A water infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a part of the water treatment or pressure-providing system for that district. All water mains 6" in diameter and larger are included in the pressure-providing system and are therefore included in each of the Infrastructure Districts. A map of all water assets is included in Appendix X. See the table of contents for a listing of the exhibits that include maps for water assets in each of the Infrastructure Districts.

Sanitary Sewer Infrastructure

The city's sanitary sewer network includes all wastewater collection infrastructure from the individual residences, businesses and facilities to the lines that leave the city carrying sewage to the Tri-Cities Northern Regional Wastewater Authority or Clark County treatment plants. The system includes gravity sewer conduits, manholes, pump stations and sanitary sewer force mains.

A sanitary sewer infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a downstream asset moving flows from the district towards the outfalls from the city. The vast majority of sanitary sewer infrastructure in the city carries flows to the Tri-Cities Northern Regional Wastewater Authority treatment plant located at 3777 Needmore Rd, Dayton, OH 45424, just outside the city's southwestern corporation limits. A small portion of the city's eastern sanitary sewer system, providing service to the Centre Point 70 development and businesses along New Carlisle Pike south of I-70, leaves the city to the east to enter the Clark County system just north of the Artz and SR 235 intersection.

Stormwater Infrastructure

The city's stormwater infrastructure network includes all publicly maintained open and closed drainage systems that carry rainwater from properties within the city limits to tributaries of the Great Miami River and Mad River as they exit the city corporation limits. The city's storm water system relies entirely on gravity flows and includes catch basins, manholes, storm sewer conduits, open channels and culverts within public right of way.

A storm sewer infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a downstream asset moving flows from the district towards the outfalls from the city. Culverts carrying water under city owned and maintained roadways were included in the infrastructure asset assignments for Infrastructure Districts that drain to that location.

GIS MAP INTERFACE

The volume of infrastructure assets included in the city's dataset suggests that map-based presentations and management of the data will be the most effective. The LJB team applied additional data fields to the city's existing GIS information to allocate each asset to one or more Infrastructure Districts. This approach will allow the city to re-integrate the data into their existing system and apply similar approaches to modified or additional elements that are added. It will also allow city staff to query and produce maps and datasets according to the various District assignments.

Coding of Infrastructure Assets

Utility assets were assigned a code, which is viewable in the asset attribute field “Infrastructure Support District”, identifying the infrastructure district of origin. For road, storm and sanitary sewer assets, lines of continuity were followed until the utility assets exited the city boundary or ended at a body of water or processing facility. Codes were assigned to each segment in that path relating to the infrastructure district of origin, providing a clear path of asset origin to termination as defined earlier.

Query Process

To query assets, LJB first sorted by infrastructure district of origin by selecting the corresponding value from the “Infrastructure Support District” attribute field, thus showing all assets located within the boundaries of the district of interest. Next LJB added additional querying statements to show the path from origin to termination by selecting the corresponding value for “Support District” attribute fields 1-4. When structured correctly, the querying statement selects assets from the infrastructure district of origin and the accompanying assets required to perform a trace from infrastructure district of origin to point of termination.

Queried shapefile layers have been provided for each Infrastructure Support District.

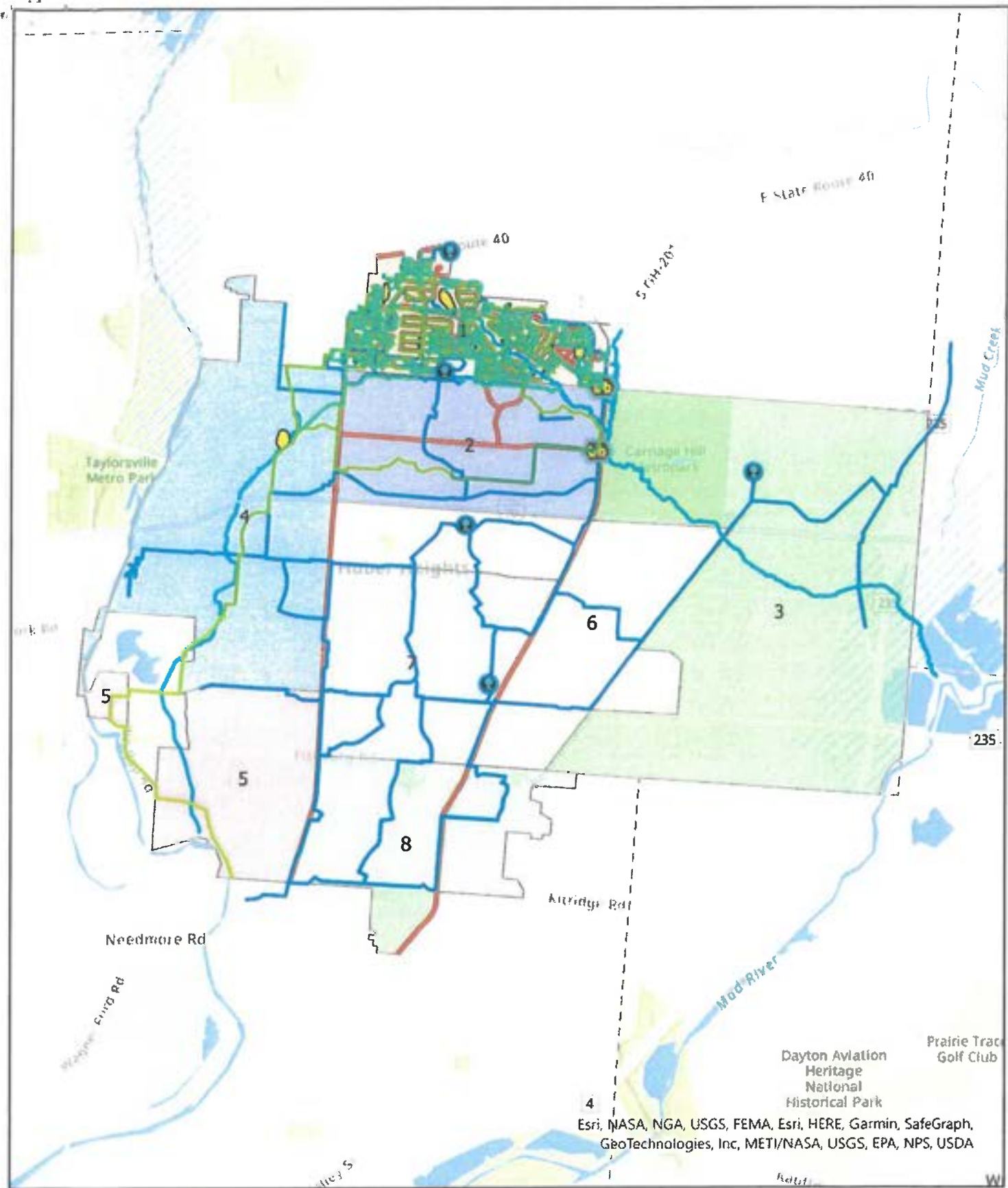


Appendix A

Infrastructure District 1



Infrastructure District 1 - Overview



Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA



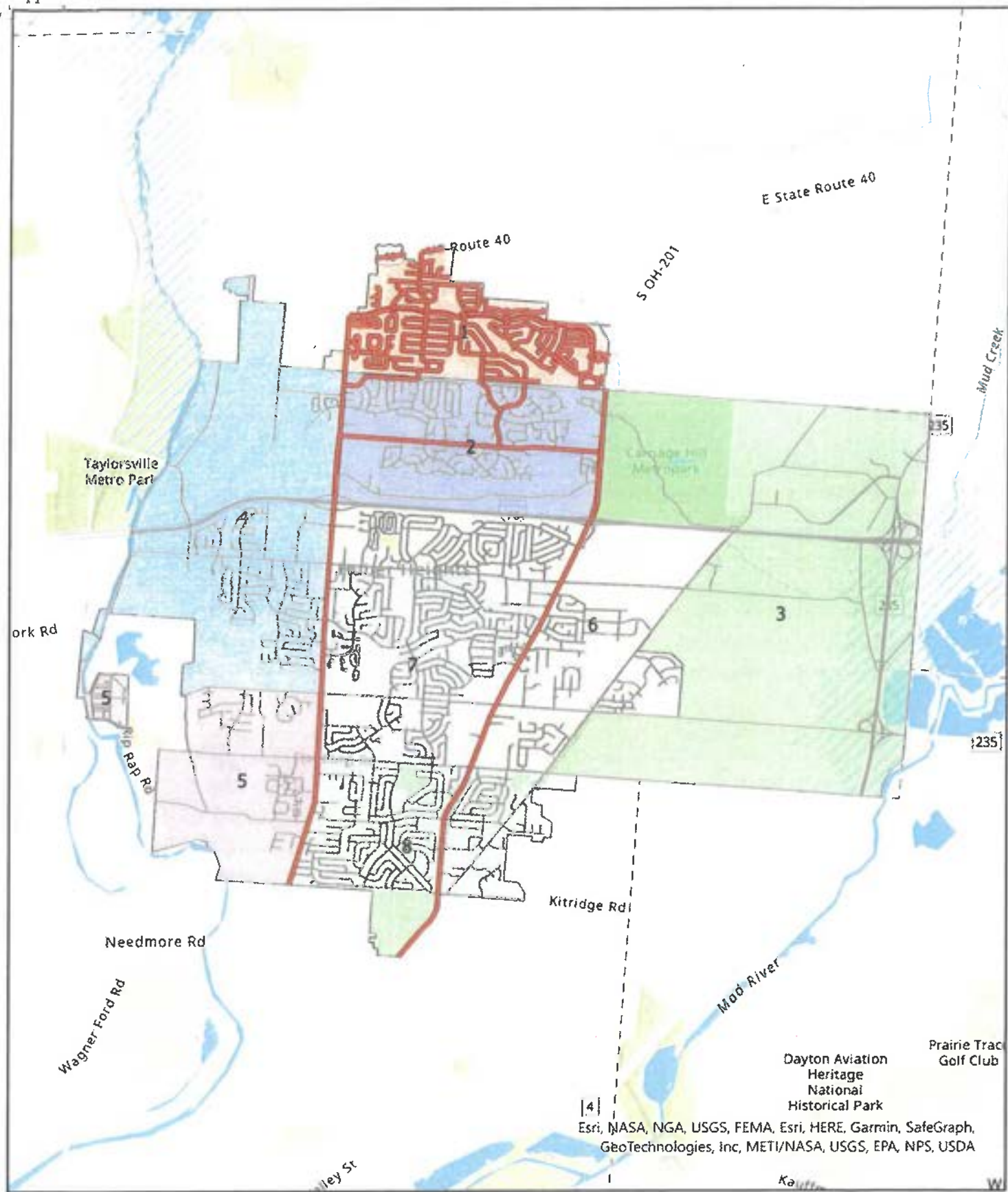
- | | |
|-------------------------------------|-------------------------------------|
| Enclosed Storage Facility | District 1 Sanitary Gravity Mains |
| District 1 Lift Stations | District 1 Force Mains |
| District 1 Water Distribution Mains | District 1 Tri Cities Gravity Mains |
| District 1 Stormwater Mains | District 1 Roads |
| District 1 Rivers | District 1 Basins |
| District 1 Culverts | |

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 1 - Roads

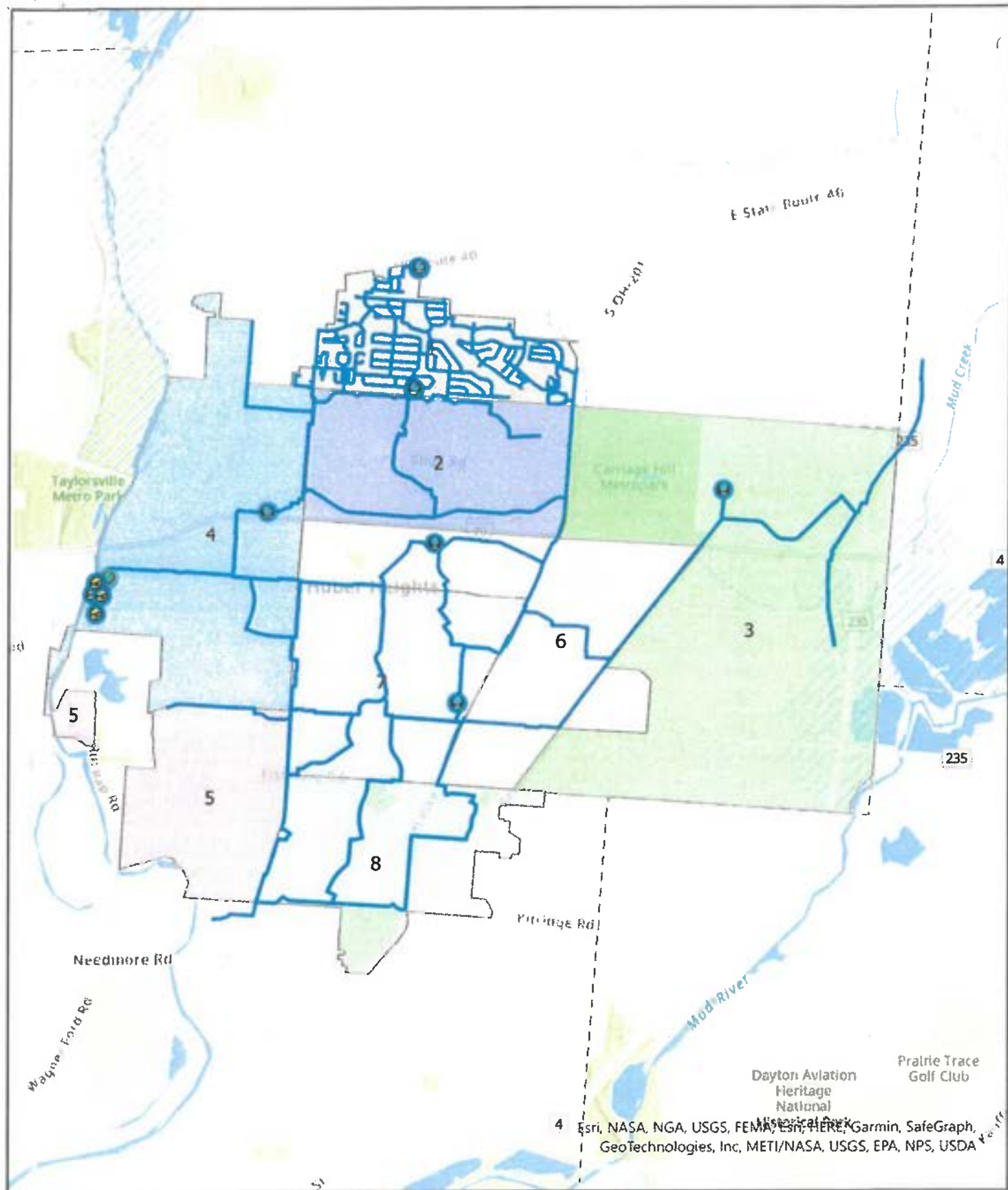


— District 1 Roads
— Huber Heights Streets

0 0.5 1 2 Miles

1 inch equals 1 miles





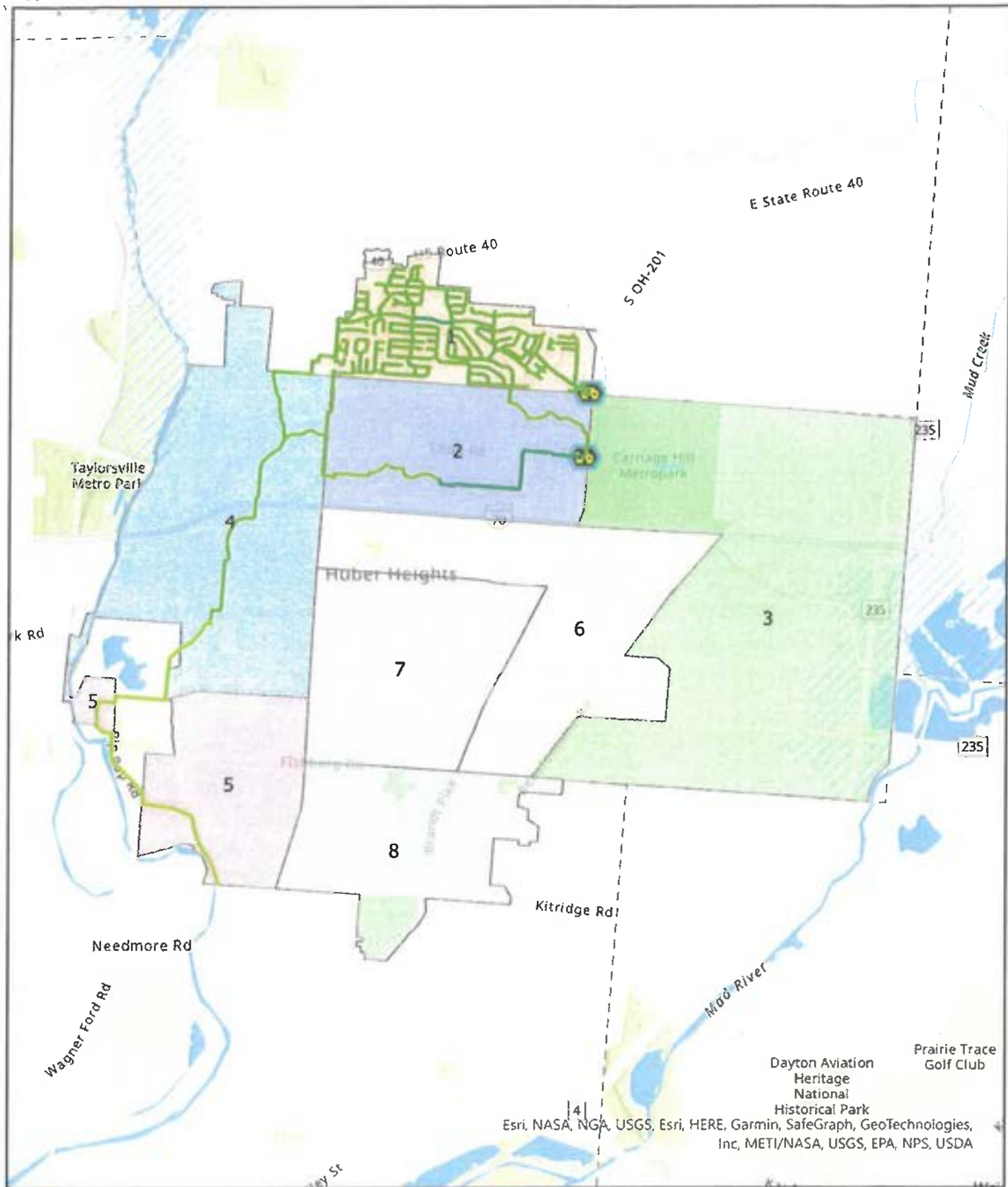
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 1 - Sanitary Sewer

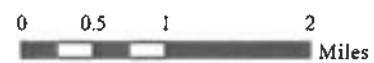
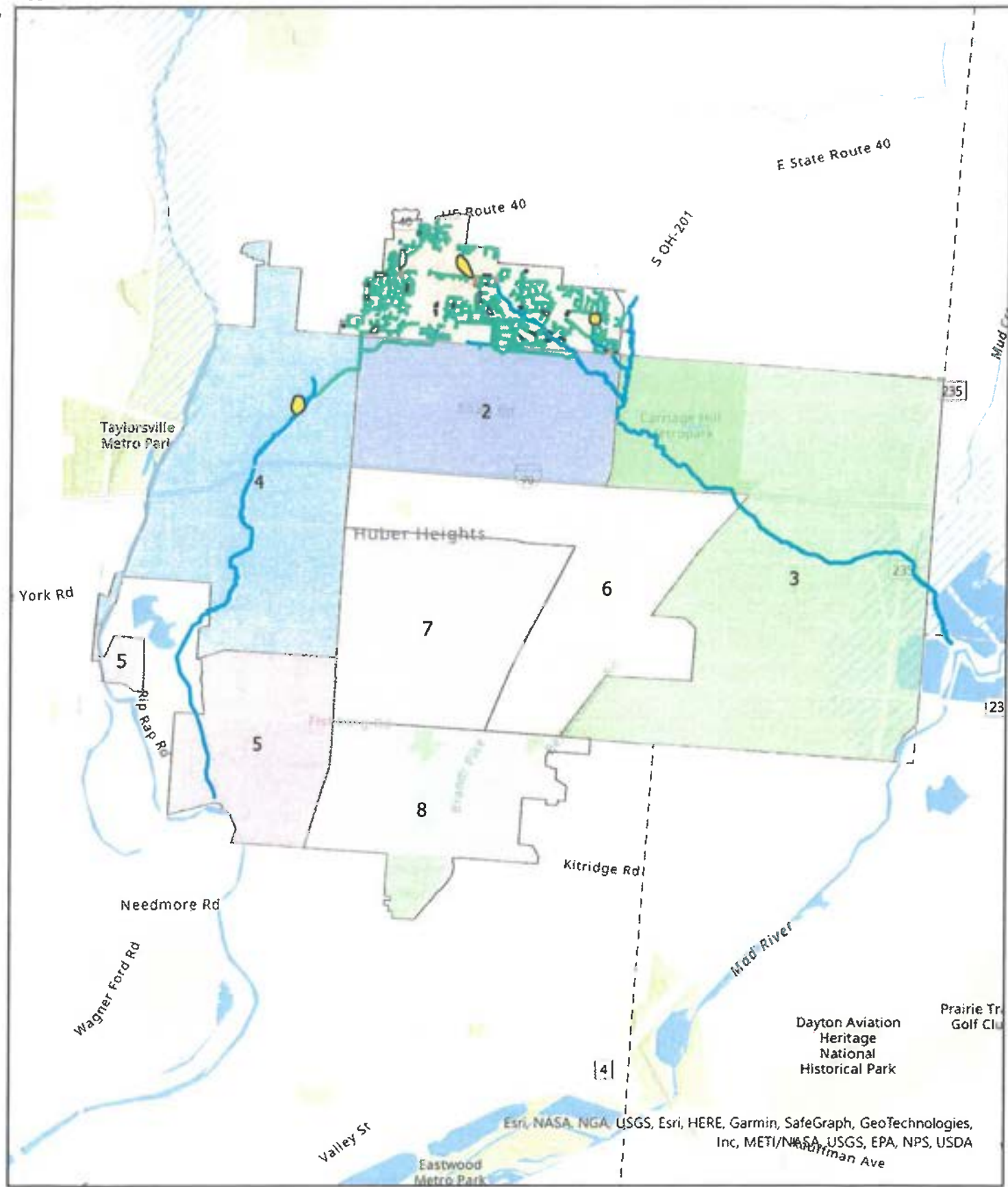


- District 1 Gravity Mains
- District 1 Force Mains
- District 1 Lift Stations
- District 1 Tri Cities Gravity Mains

0 0.5 1 2 Miles

1 inch equals 1 miles





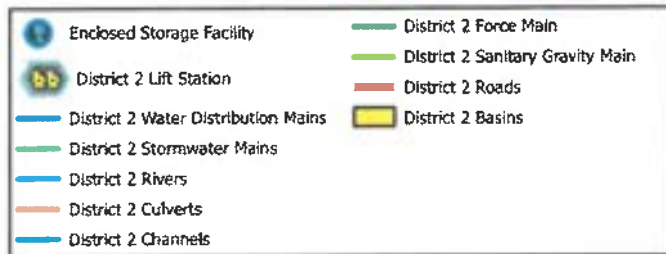
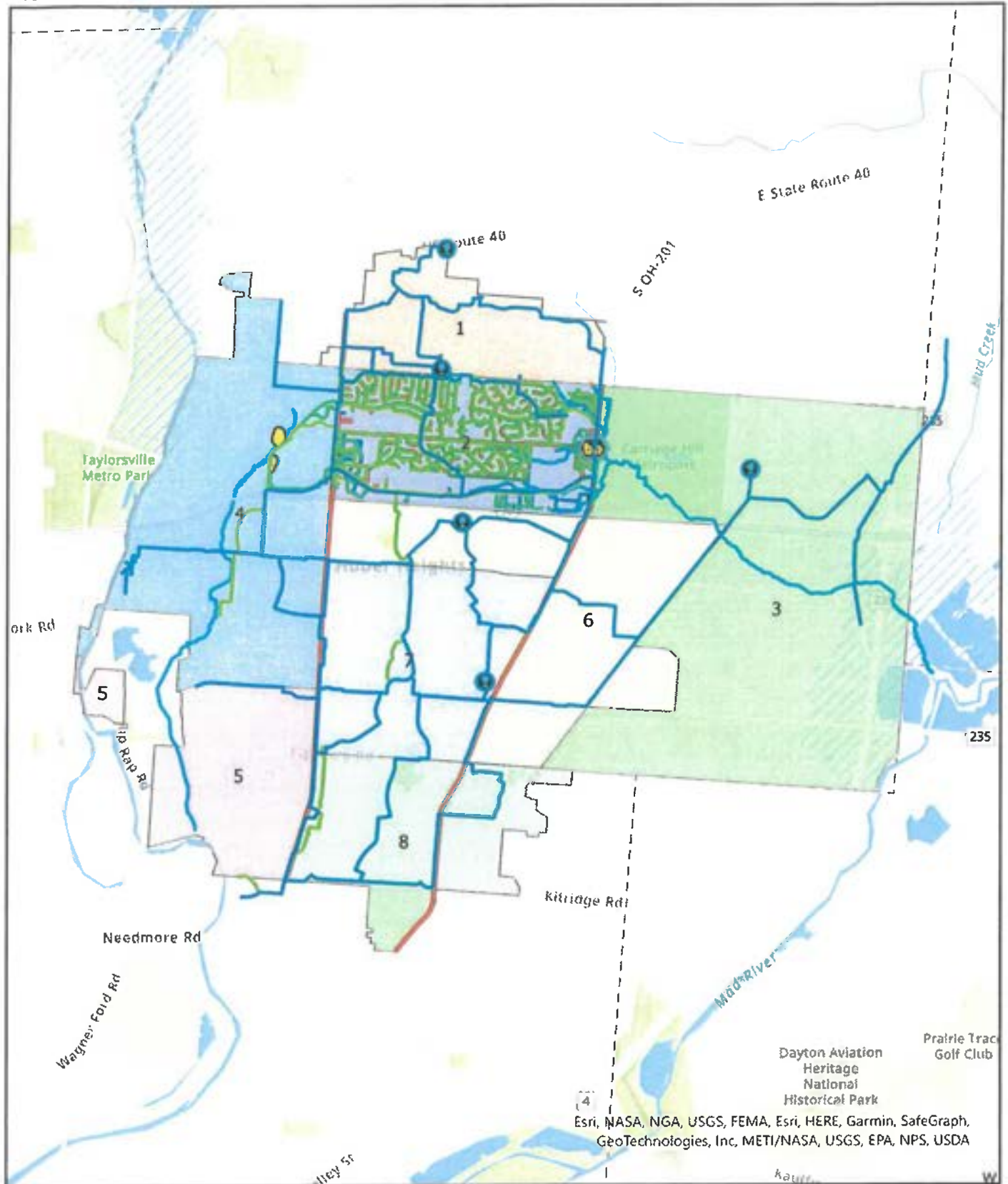
1 inch equals 1 miles



Appendix B

Infrastructure District 2

Infrastructure District 2 - Overview

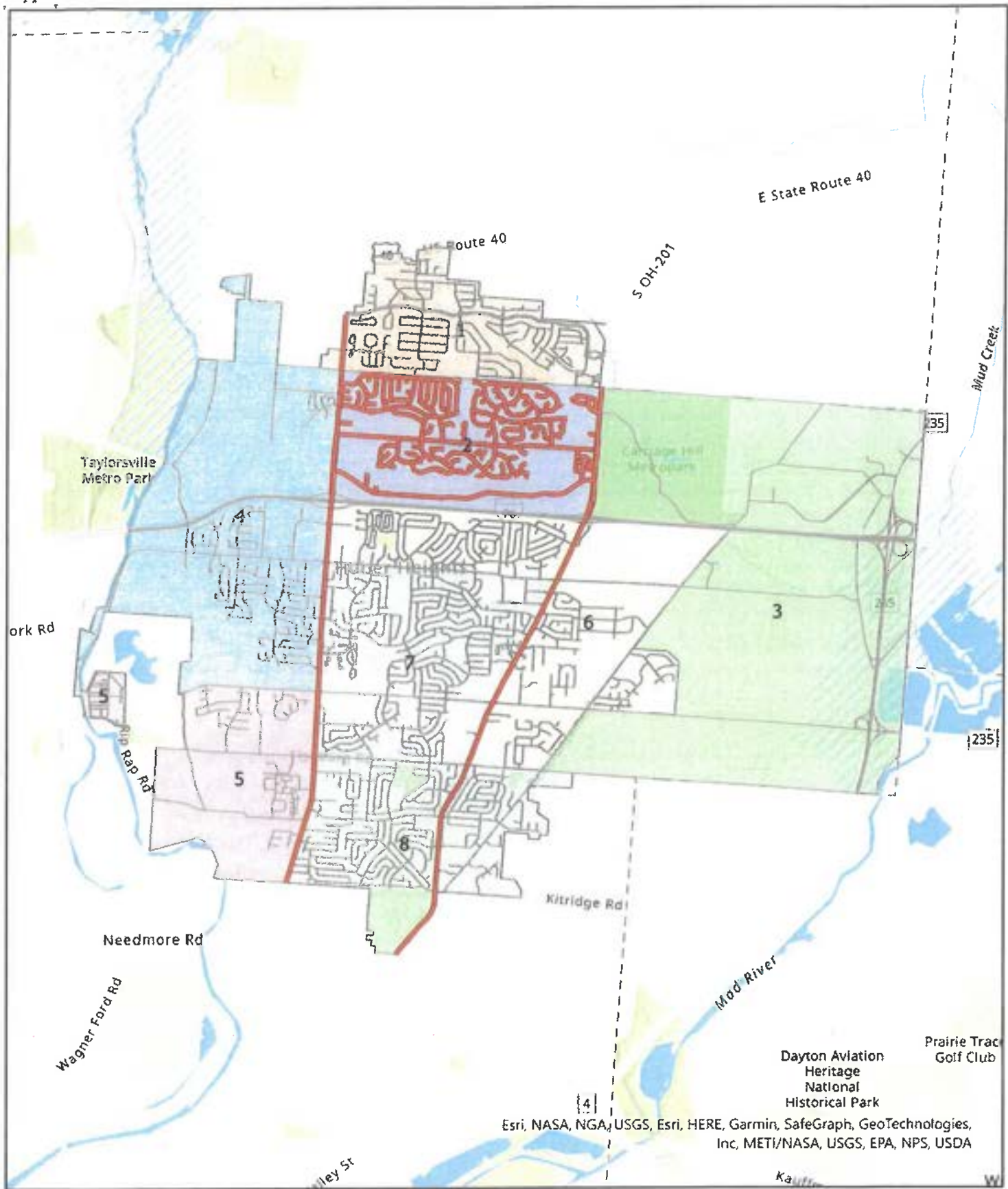


0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 2 - Roads



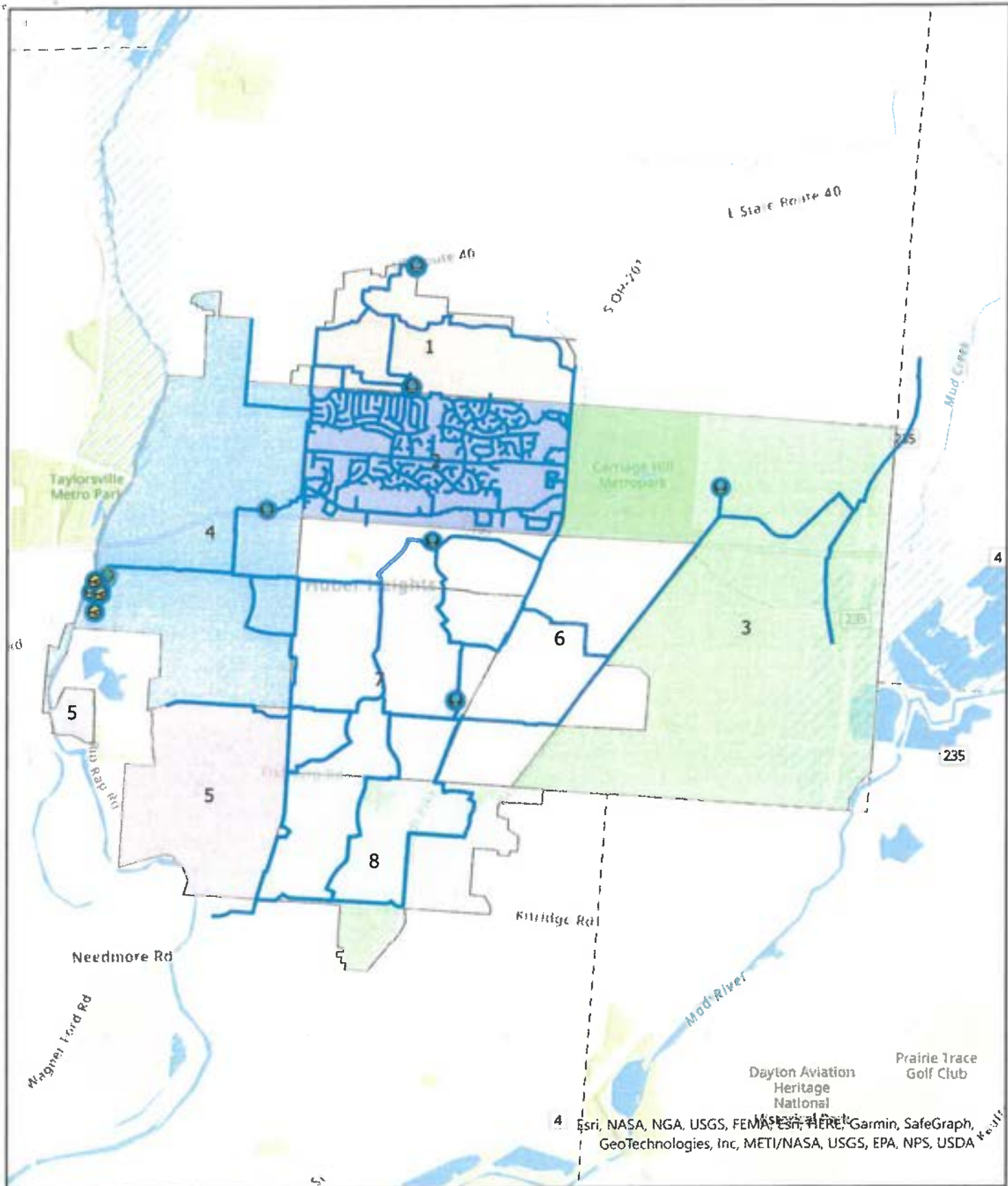
— District 2 Roads
— Huber Heights Streets

0 0.5 1 2 Miles

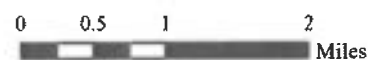
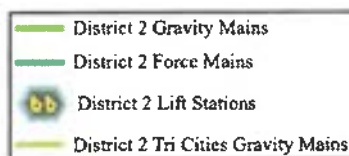
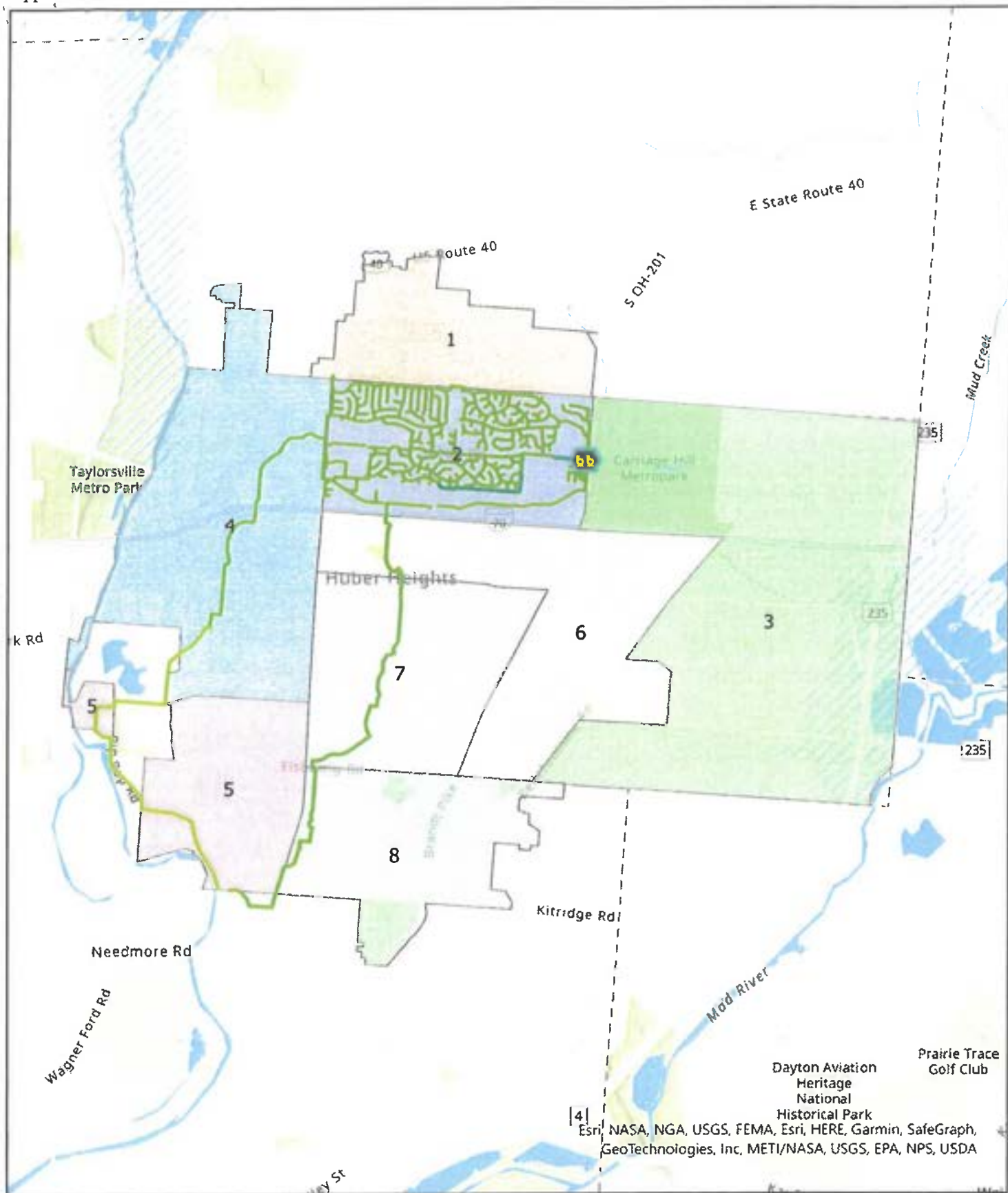
1 inch equals 1 miles



Infrastructure District 2 - Water



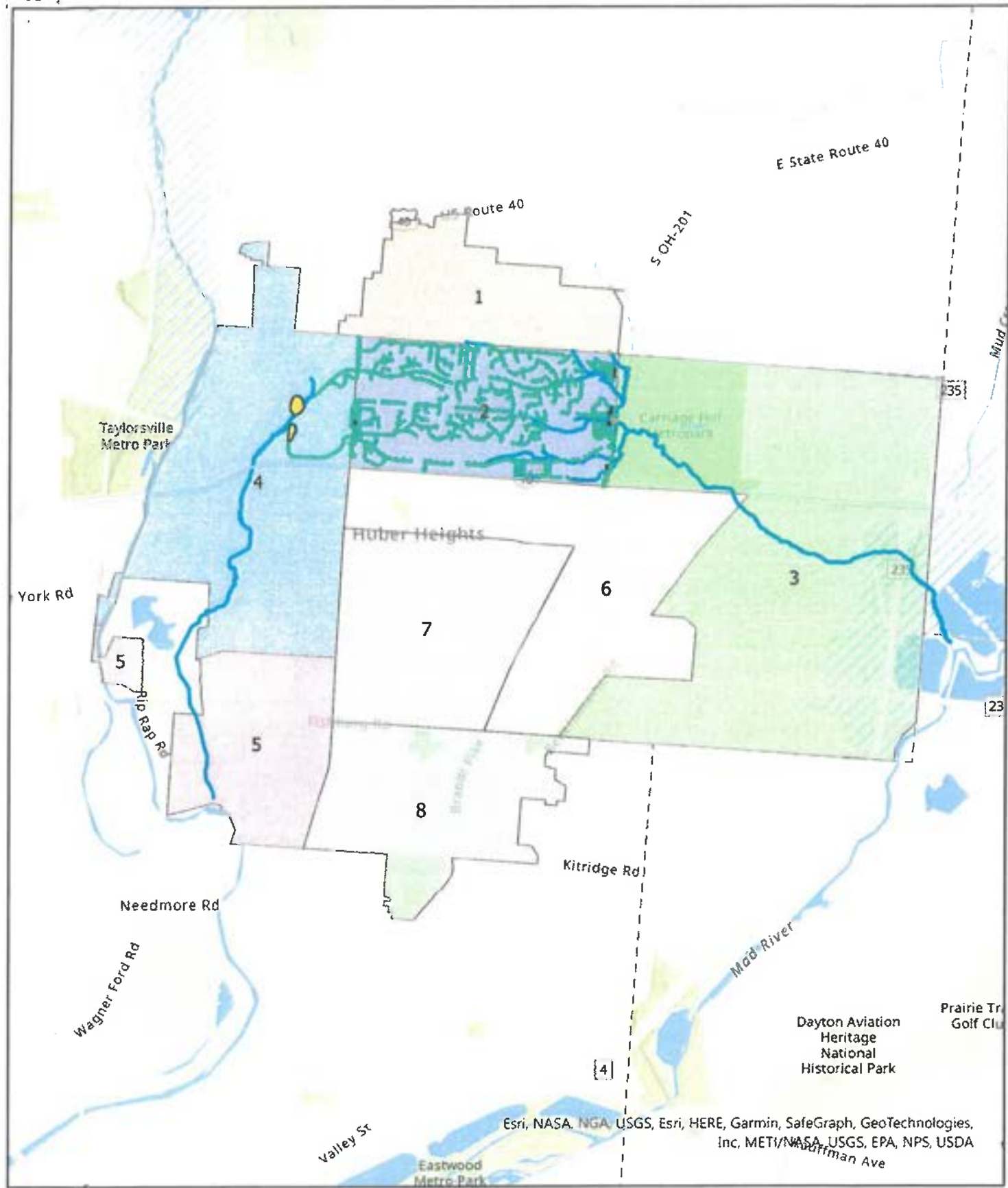
Infrastructure District 2 - Sanitary Sewer



1 inch equals 1 miles



Infrastructure District 2 - Stormwater

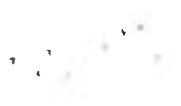


 District 2 Stormwater Mains	 District 2 Channels
 District 2 Rivers	 District 2 Basins
 District 2 Culverts	

0 0.5 1 2
Miles

1 inch equals 1 miles



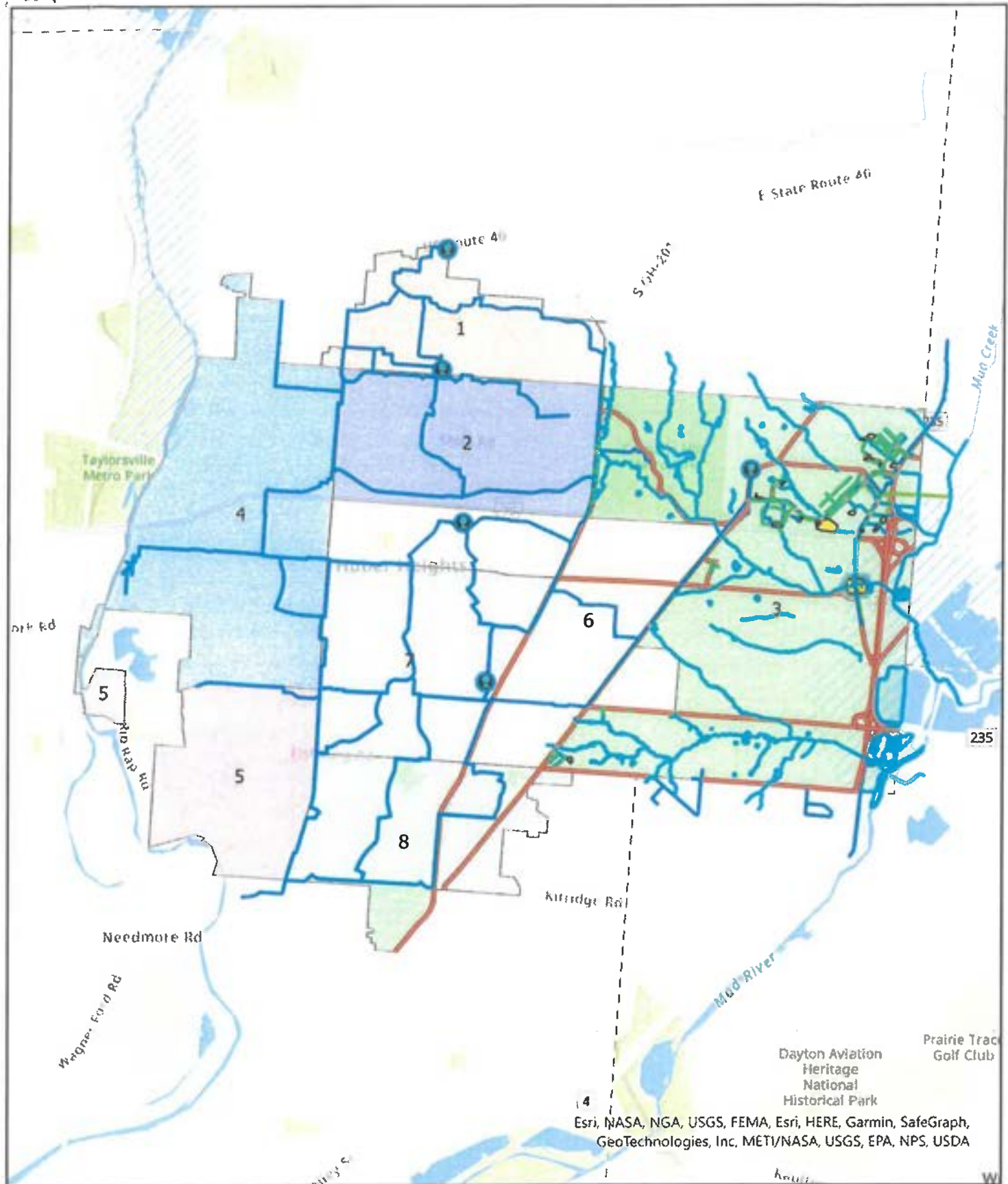


Appendix C

Infrastructure District 3



Infrastructure District 3 - Overview



- | | |
|-------------------------------------|----------------------------------|
| Enclosed Storage Facility | District 3 Force Main |
| District 3 Lift Station | District 3 Sanitary Gravity Main |
| District 3 Water Distribution Mains | District 3 Roads |
| District 3 Stormwater Mains | District 3 Basins |
| District 3 Rivers | |
| District 3 Culverts | |

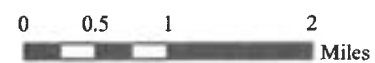
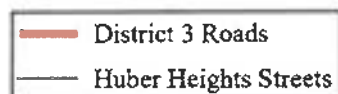
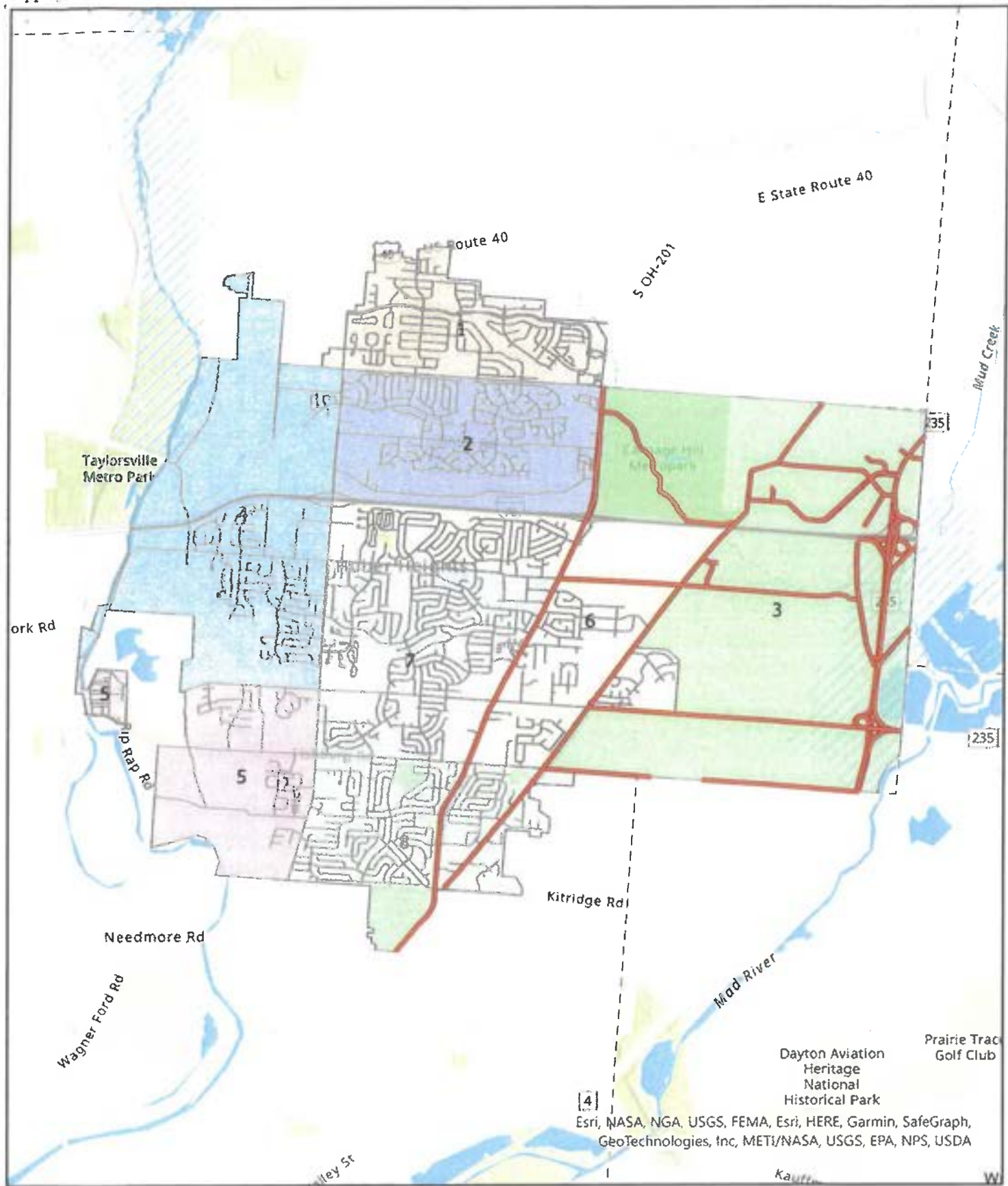
0 0.5 1 2 Miles

1 inch equals 1 miles



Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

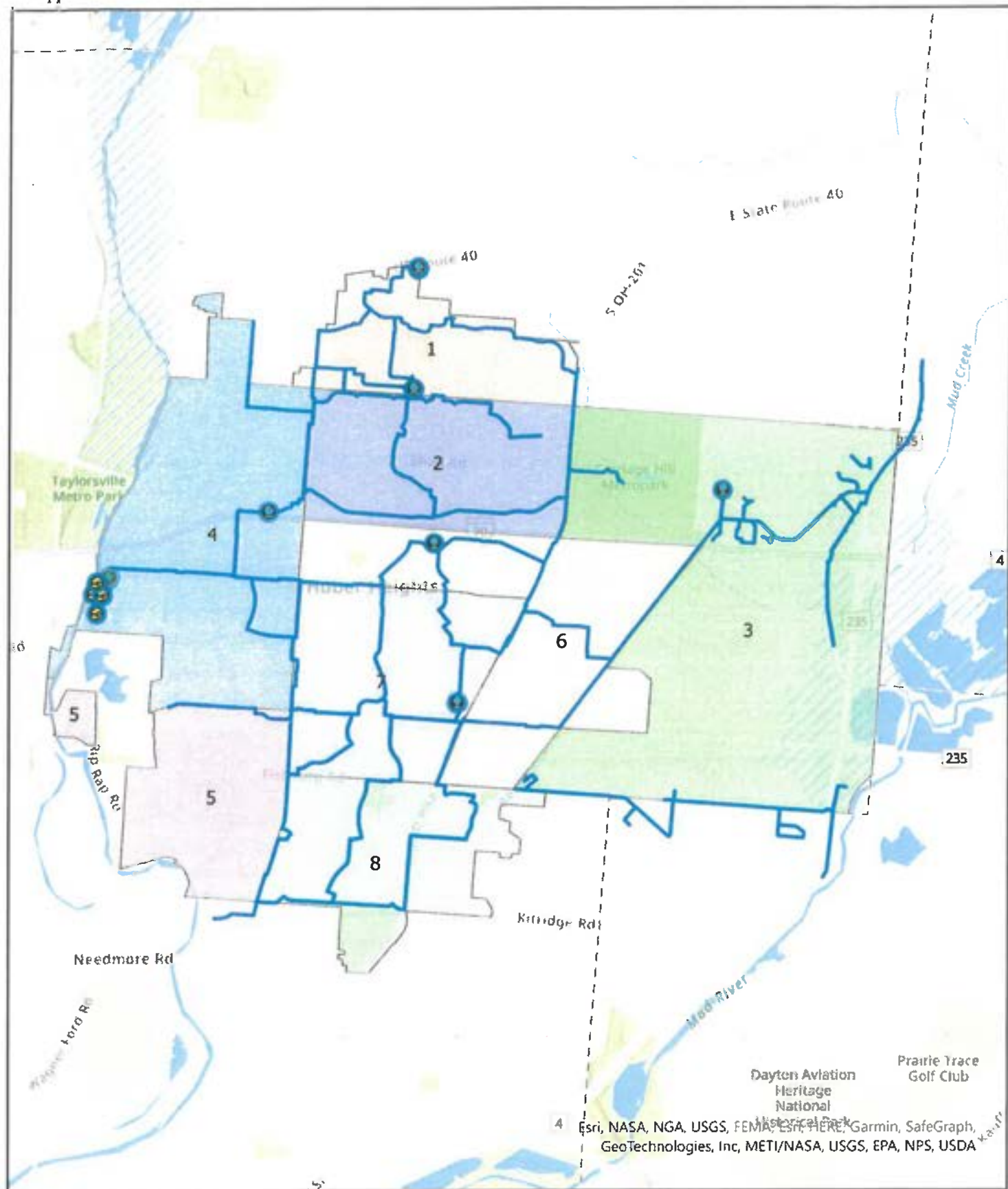
Infrastructure District 3 - Roads



1 inch equals 1 miles



Infrastructure District 3 - Water



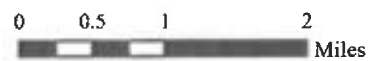
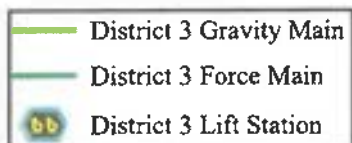
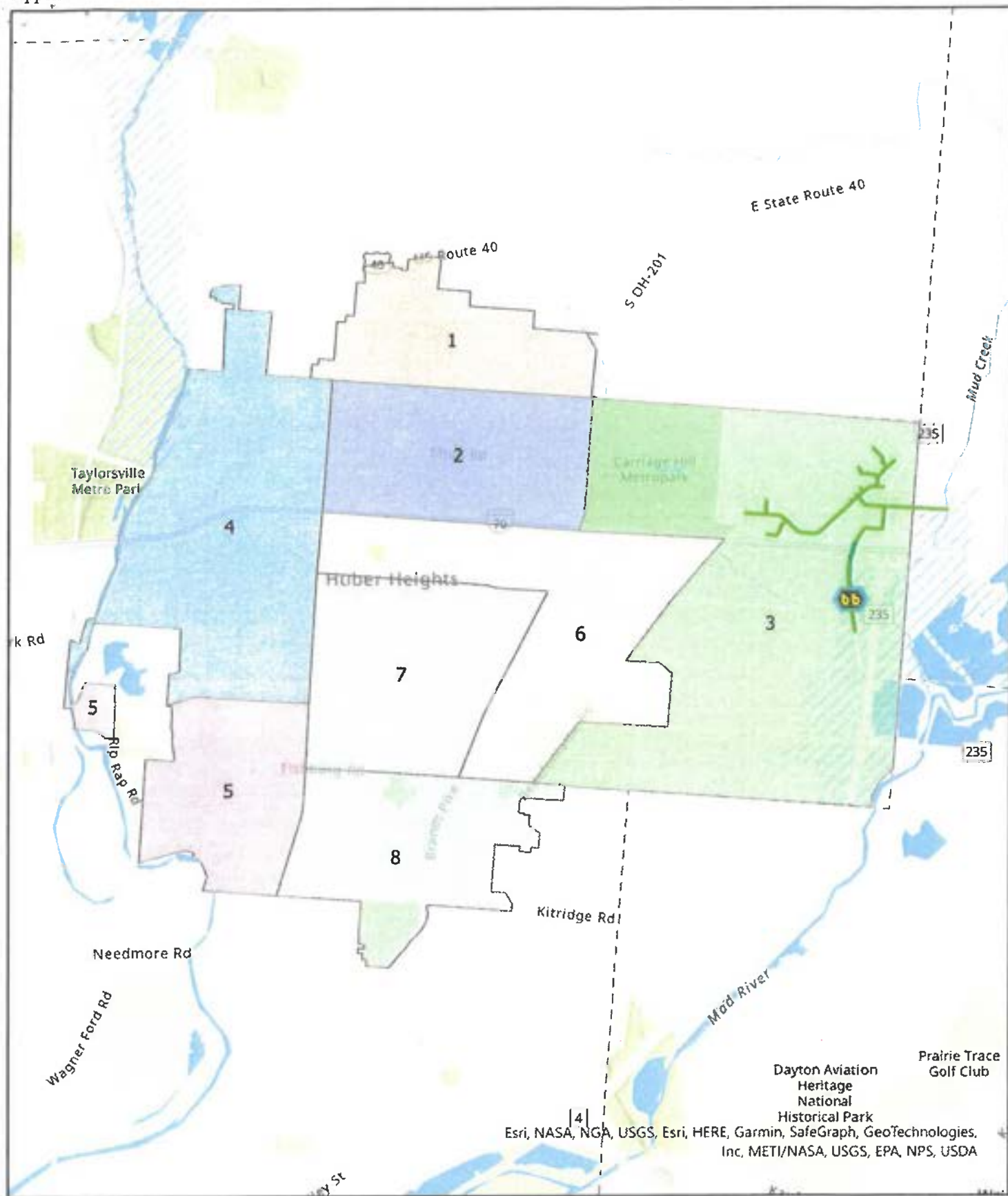
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	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



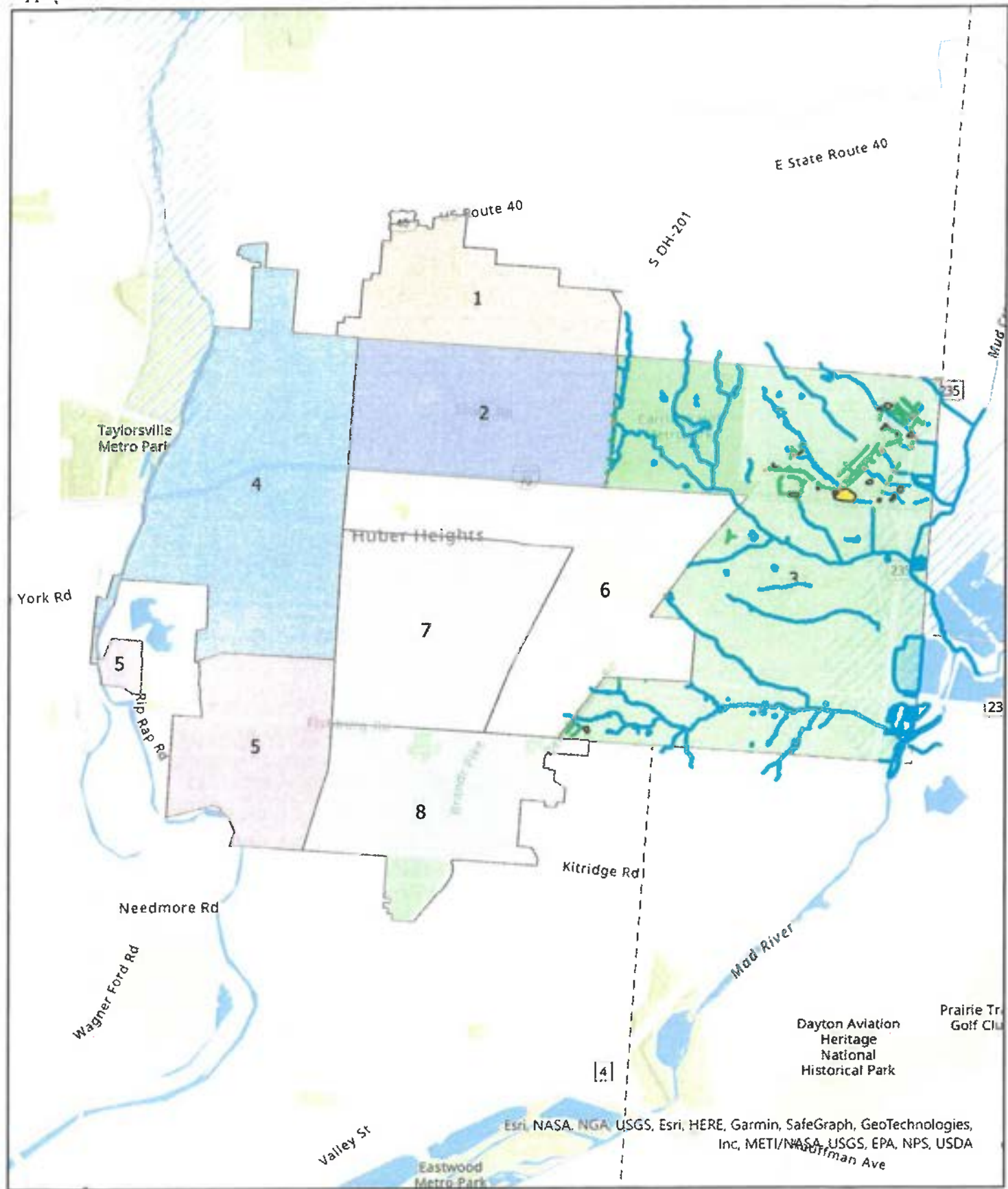
Infrastructure District 3 - Sanitary Sewer



1 inch equals 1 miles



Infrastructure District 3 - Stormwater



 District 3 Stormwater Mains	 District 3 Channels
 District 3 Rivers	 District 3 Basins
 District 3 Culverts	

0 0.5 1 2 Miles

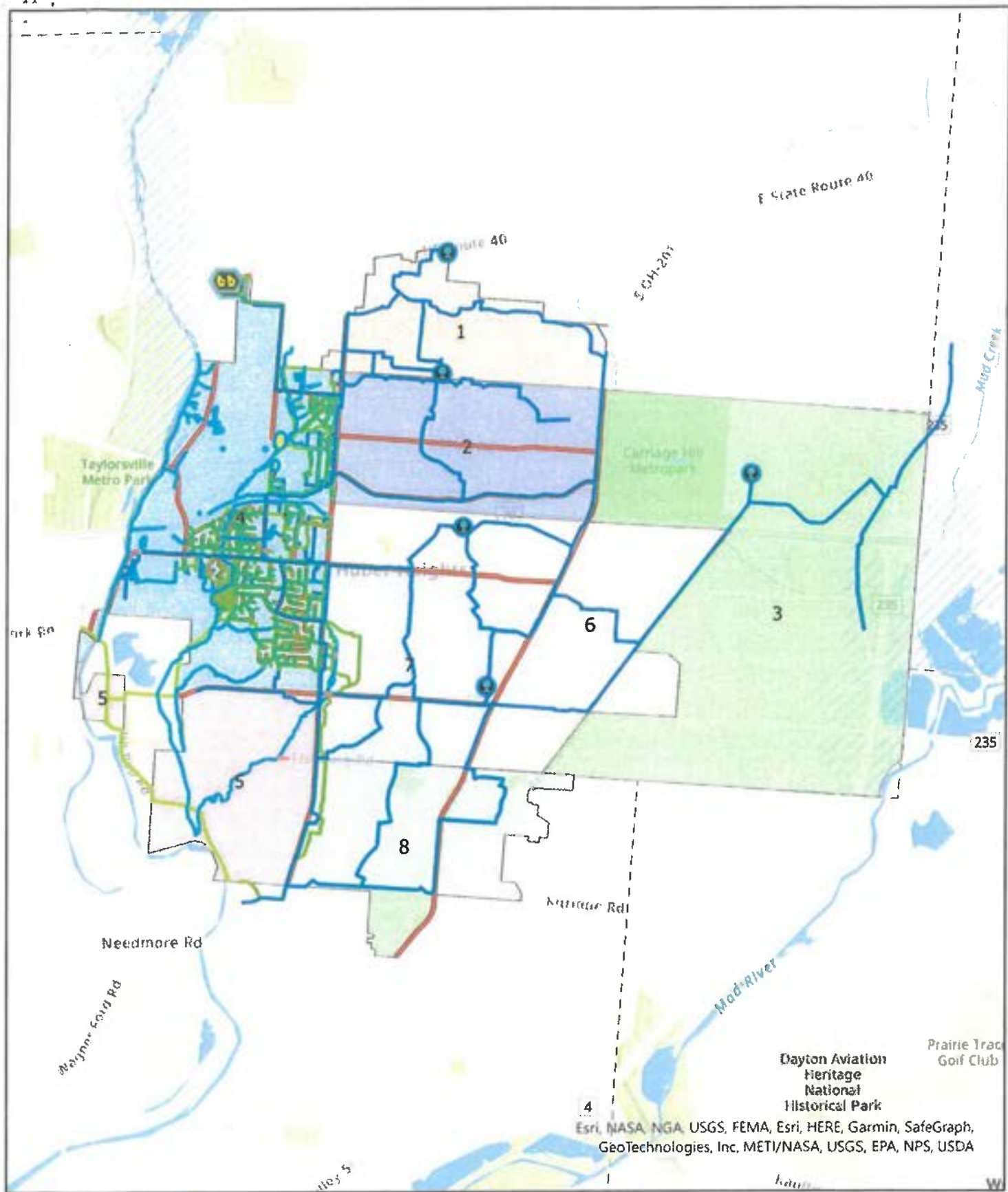
1 inch equals 1 miles



Appendix D

Infrastructure District 4

Infrastructure District 4 - Overview



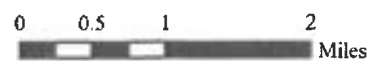
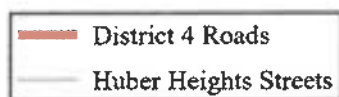
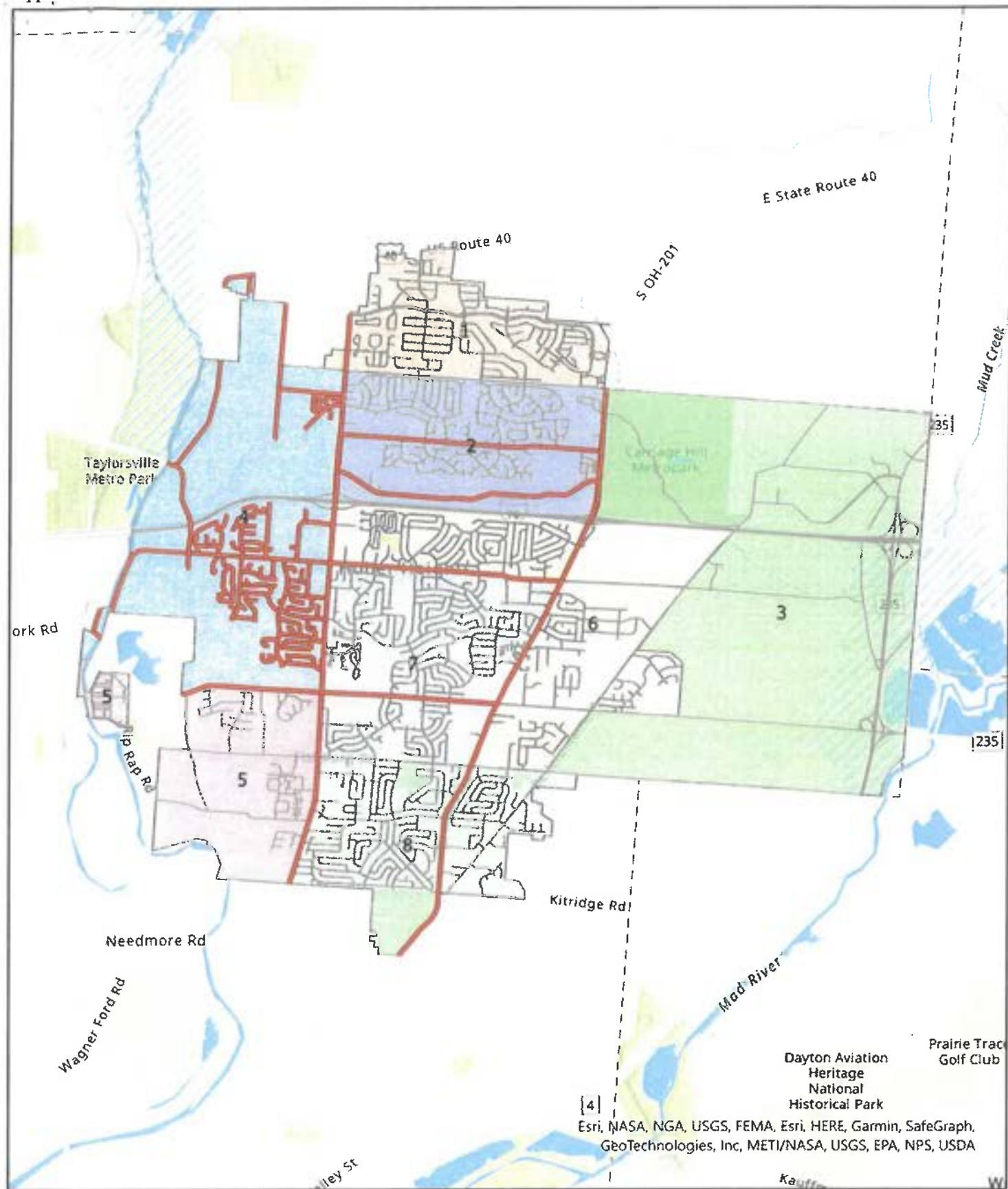
- | | |
|-------------------------------------|-------------------------------------|
| Enclosed Storage Facility | District 4 Sanitary Gravity Mains |
| District 4 Lift Stations | District 4 Force Mains |
| District 4 Water Distribution Mains | District 4 Tri Cities Gravity Mains |
| District 4 Stormwater Mains | District 4 Roads |
| District 4 Rivers | District 4 Basins |
| District 4 Culverts | |

0 0.5 1 2 Miles

1 inch equals 1 miles



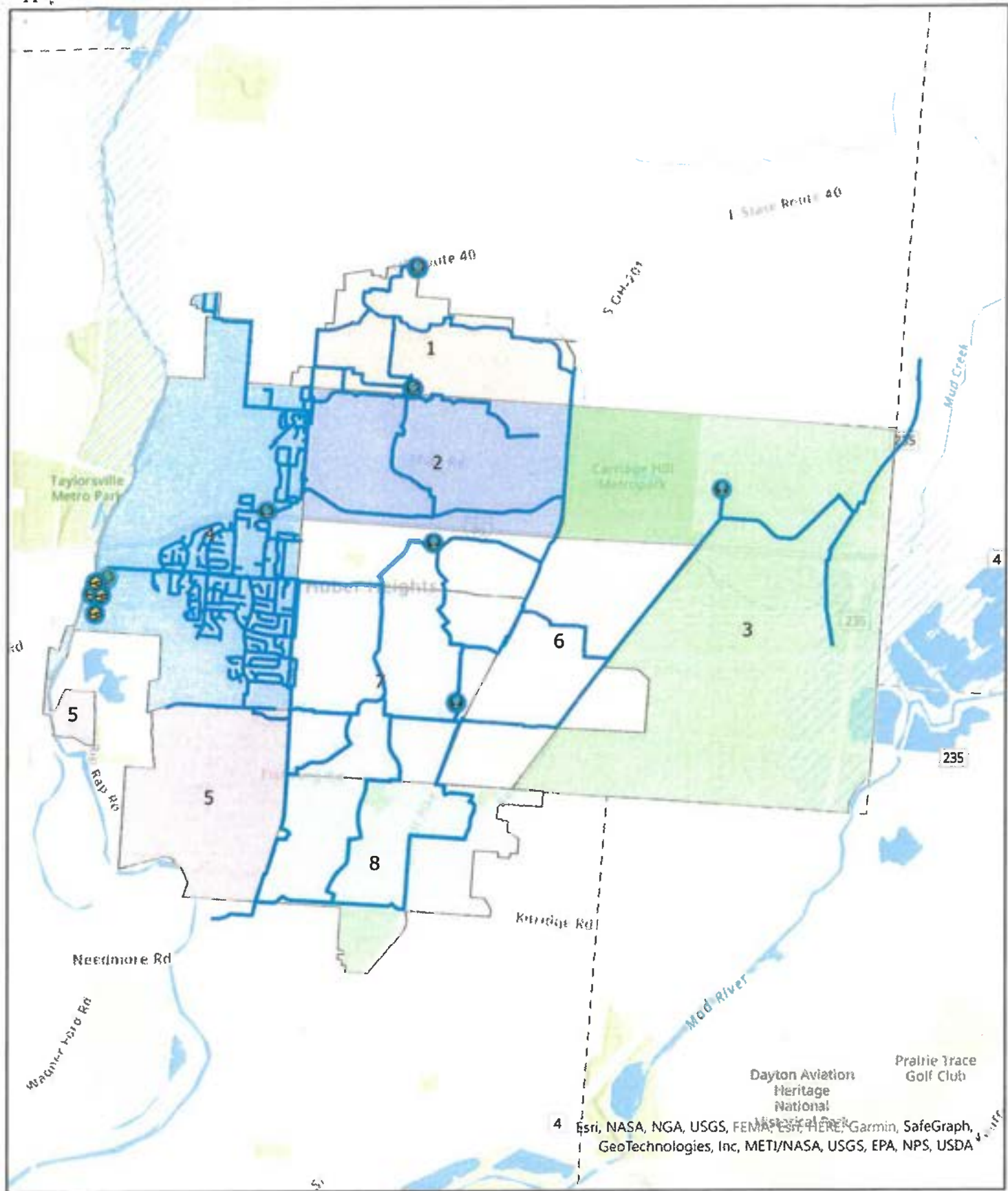
Infrastructure District 4 - Roads



1 inch equals 1 miles



Infrastructure District 4 - Water



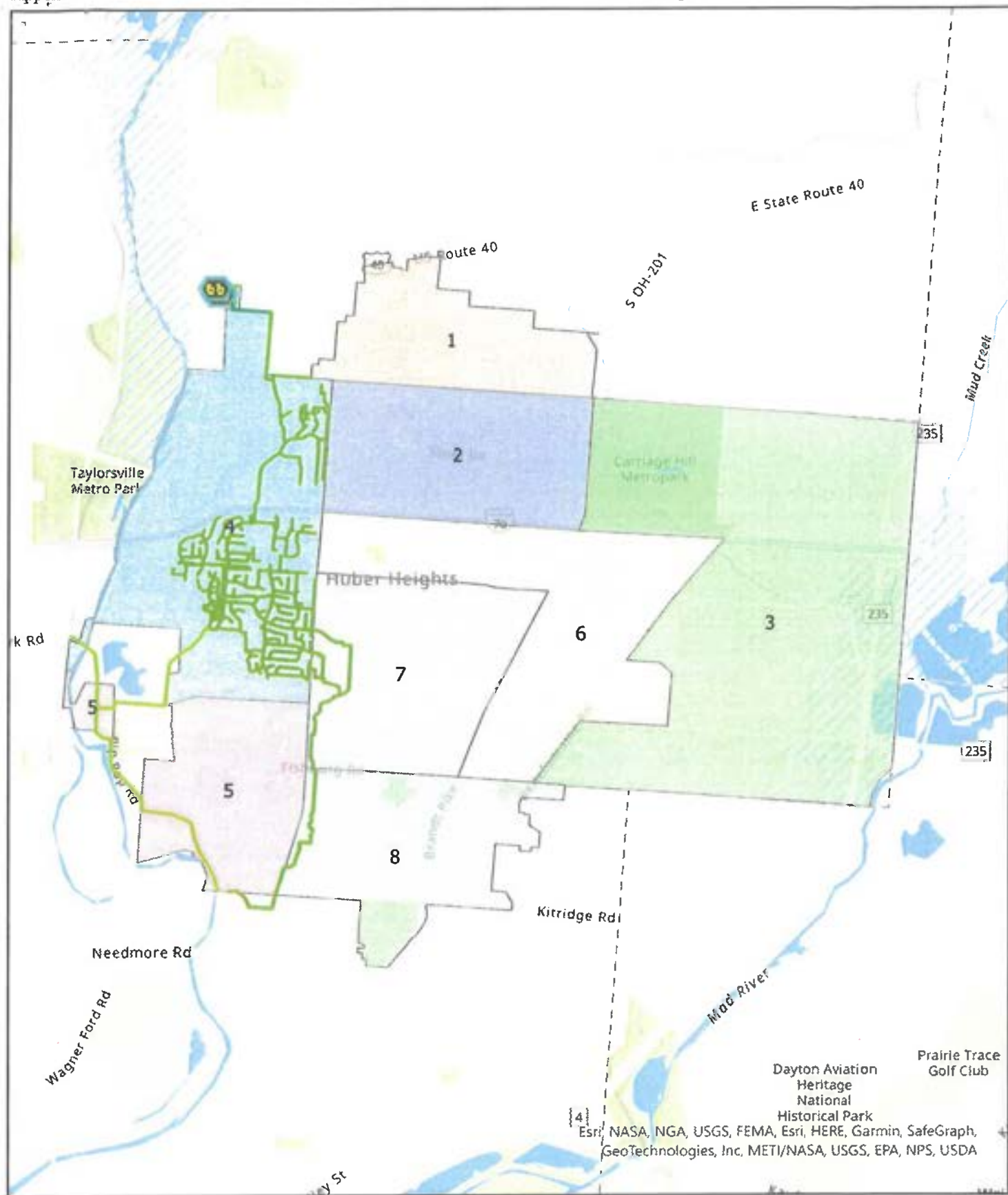
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 4 - Sanitary Sewer



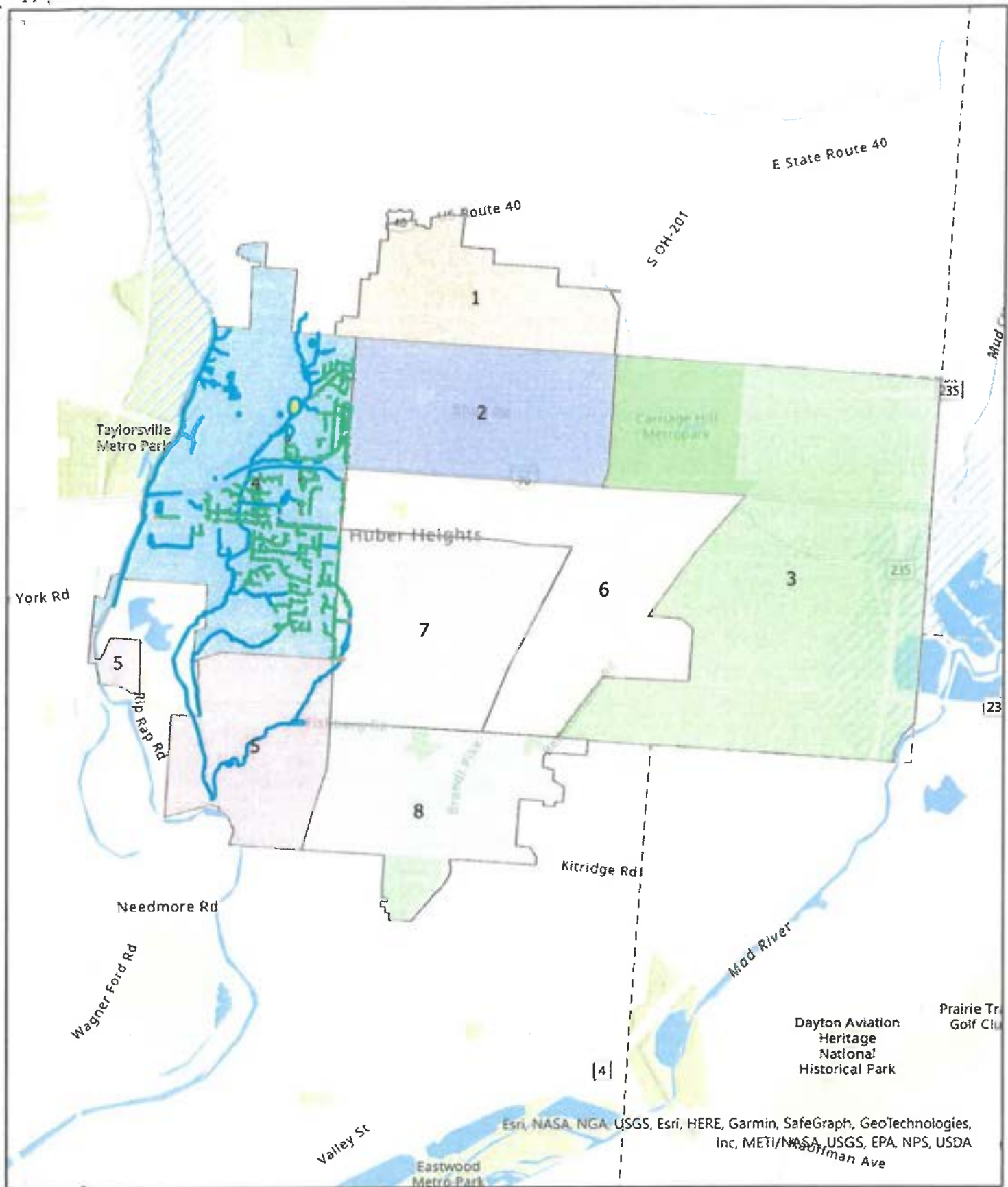
- District 4 Gravity Mains
- District 4 Force Mains
- bb District 4 Lift Stations
- District 4 Tri Cities Gravity Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 4 - Stormwater



 District 4 Stormwater Mains	 District 4 Channels
 District 4 Rivers	 District 4 Basins
 District 4 Culverts	

0 0.5 1 2 Miles

1 inch equals 1 miles

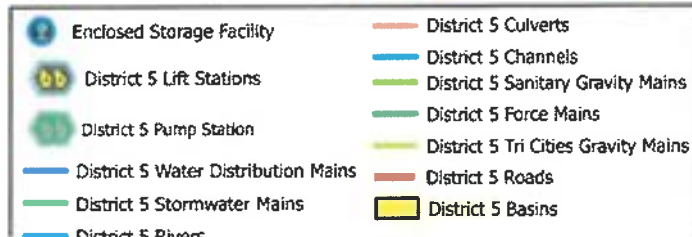
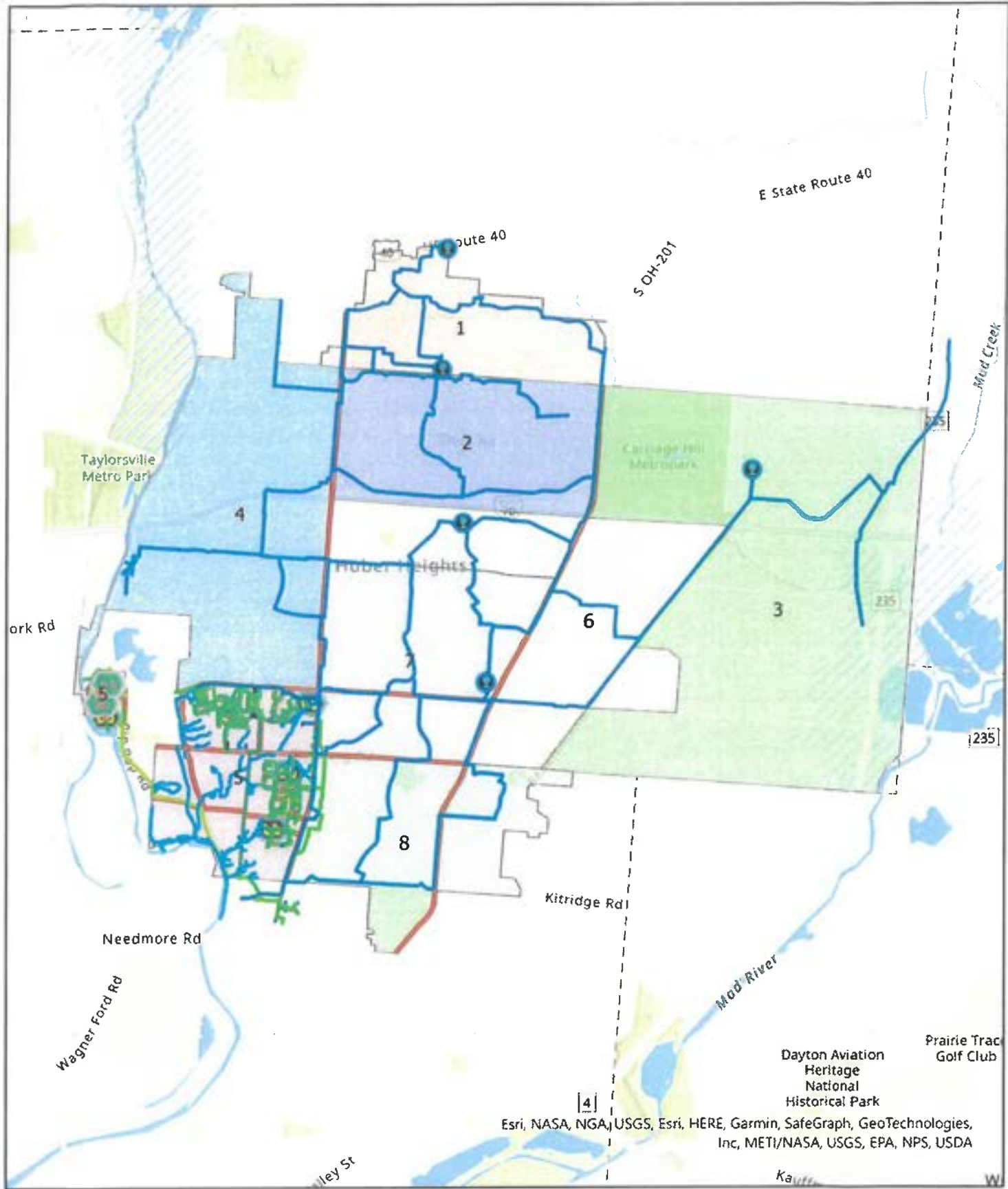


Appendix E

Infrastructure District 5



Infrastructure District 5 - Overview



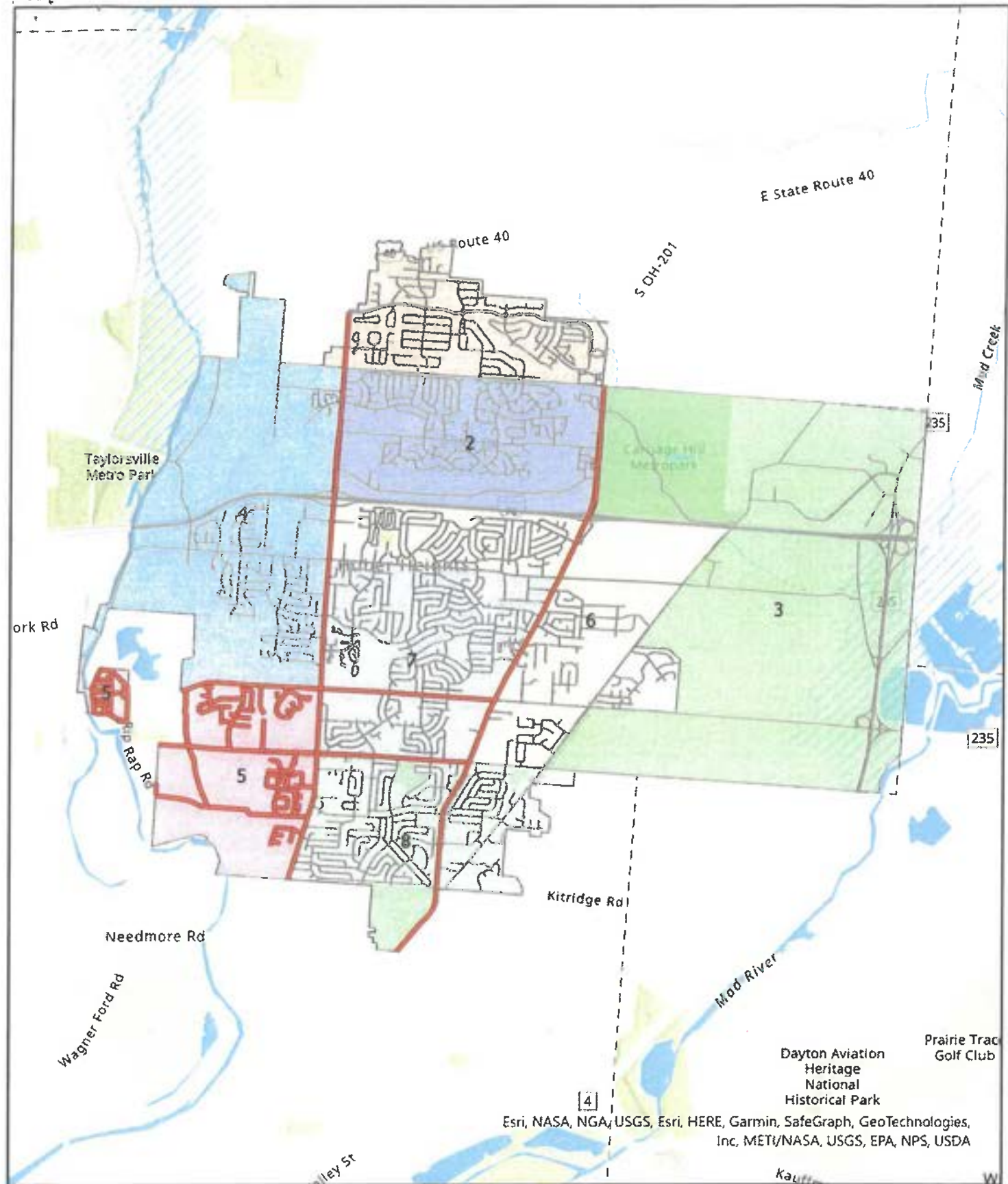
0 0.5 1 2 Miles

1 inch equals 1 miles



Esri, NASA, NGA, USGS, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

Infrastructure District 5 - Roads



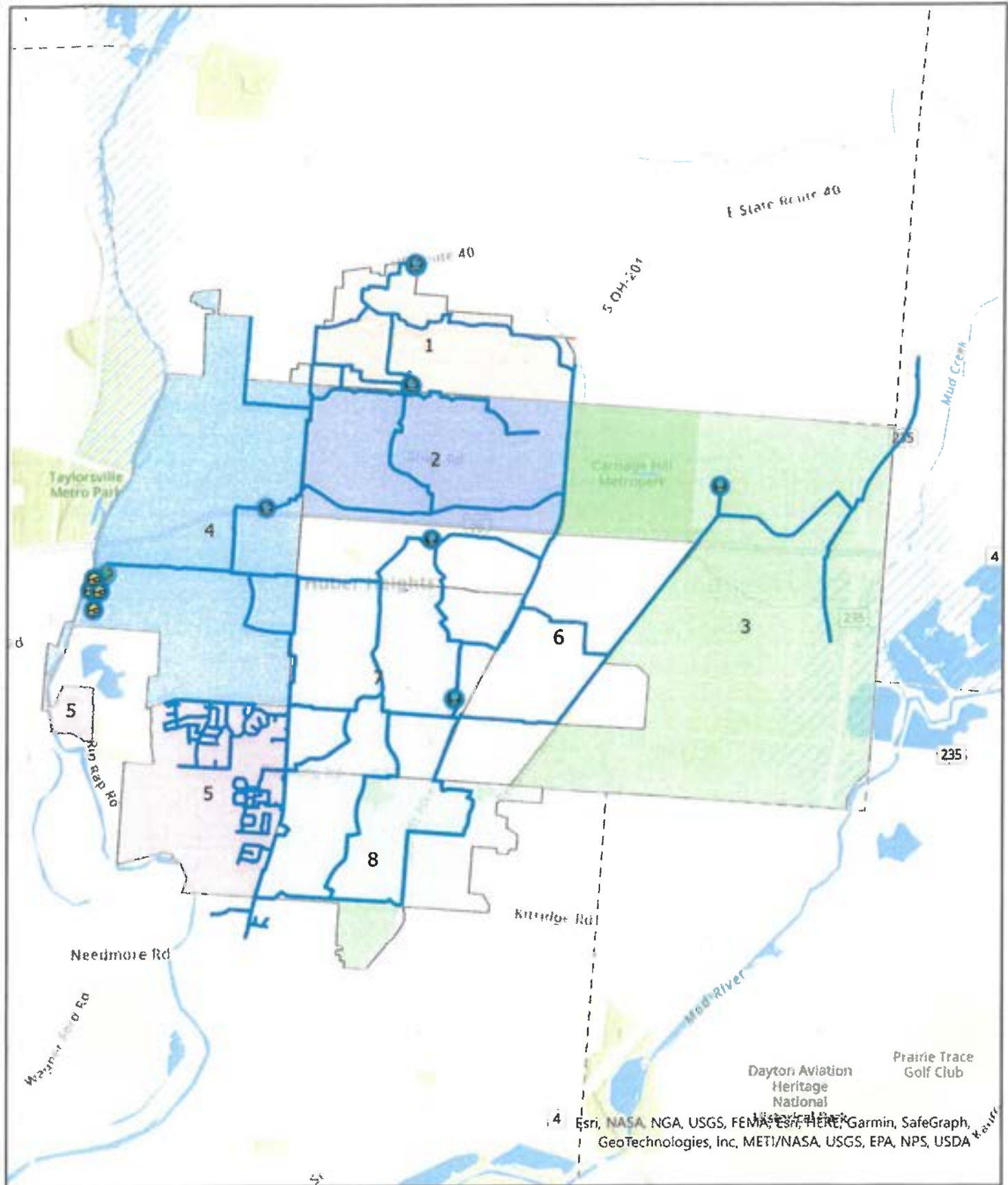
— District 5 Roads
— Huber Heights Streets

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 5 - Water



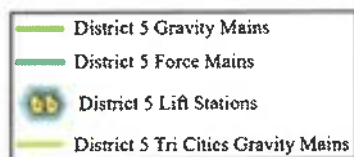
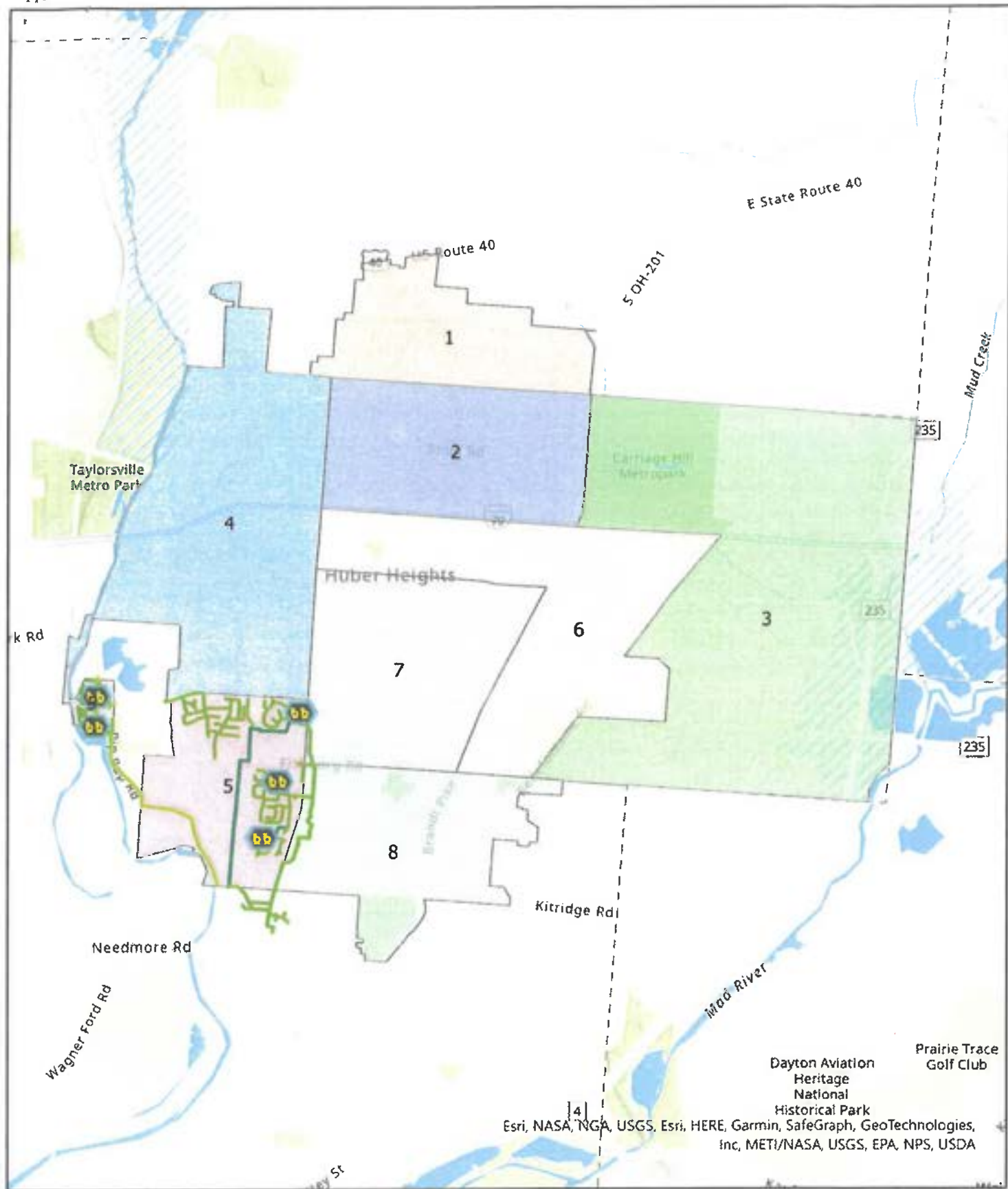
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



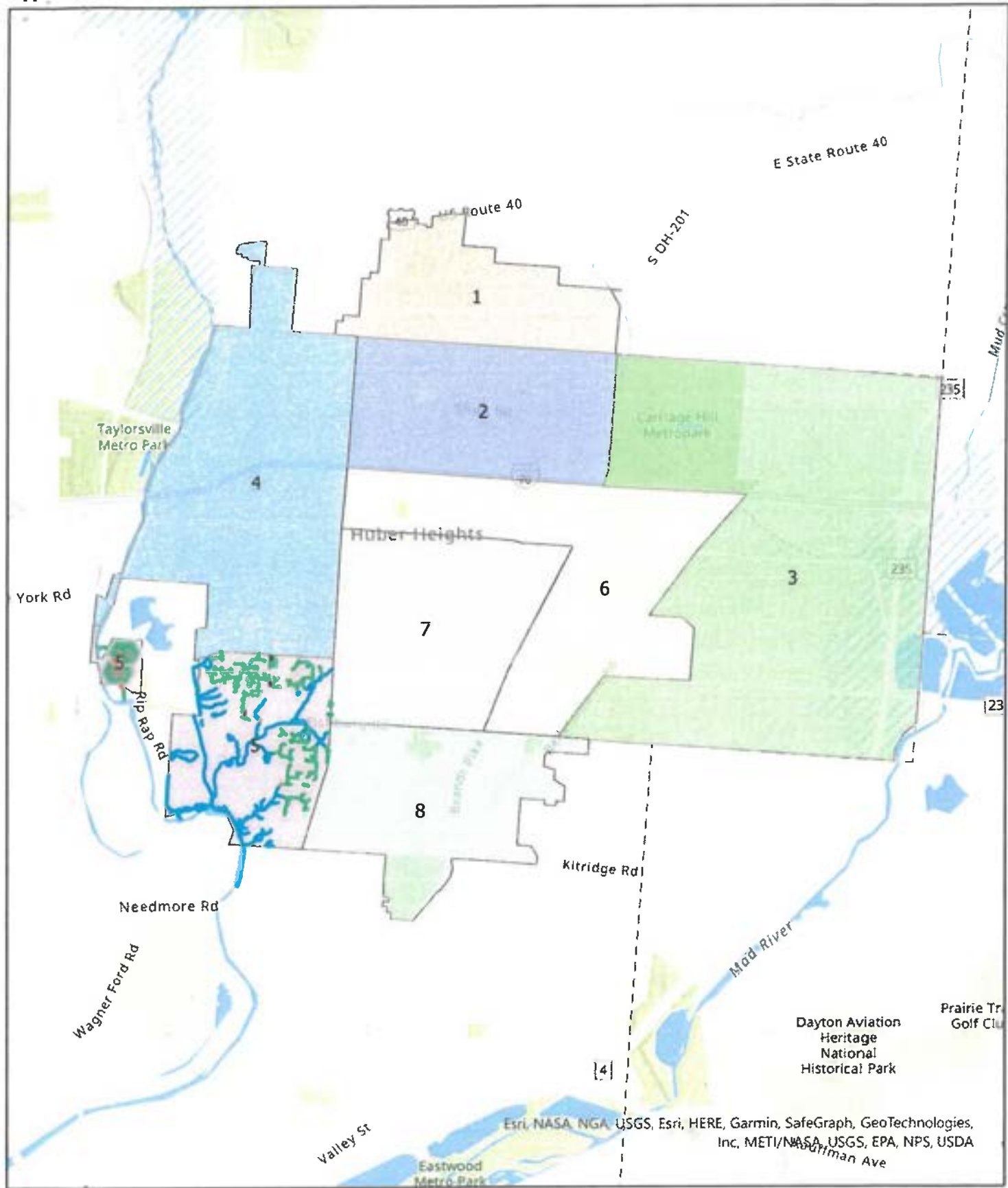
Infrastructure District 5 - Sanitary Sewer



1 inch equals 1 miles



Infrastructure District 5 - Stormwater



District 5 Stormwater Mains	District 5 Channels
District 5 Rivers	District 5 Basins
District 5 Culverts	Pump Station

0 0.5 1 2 Miles

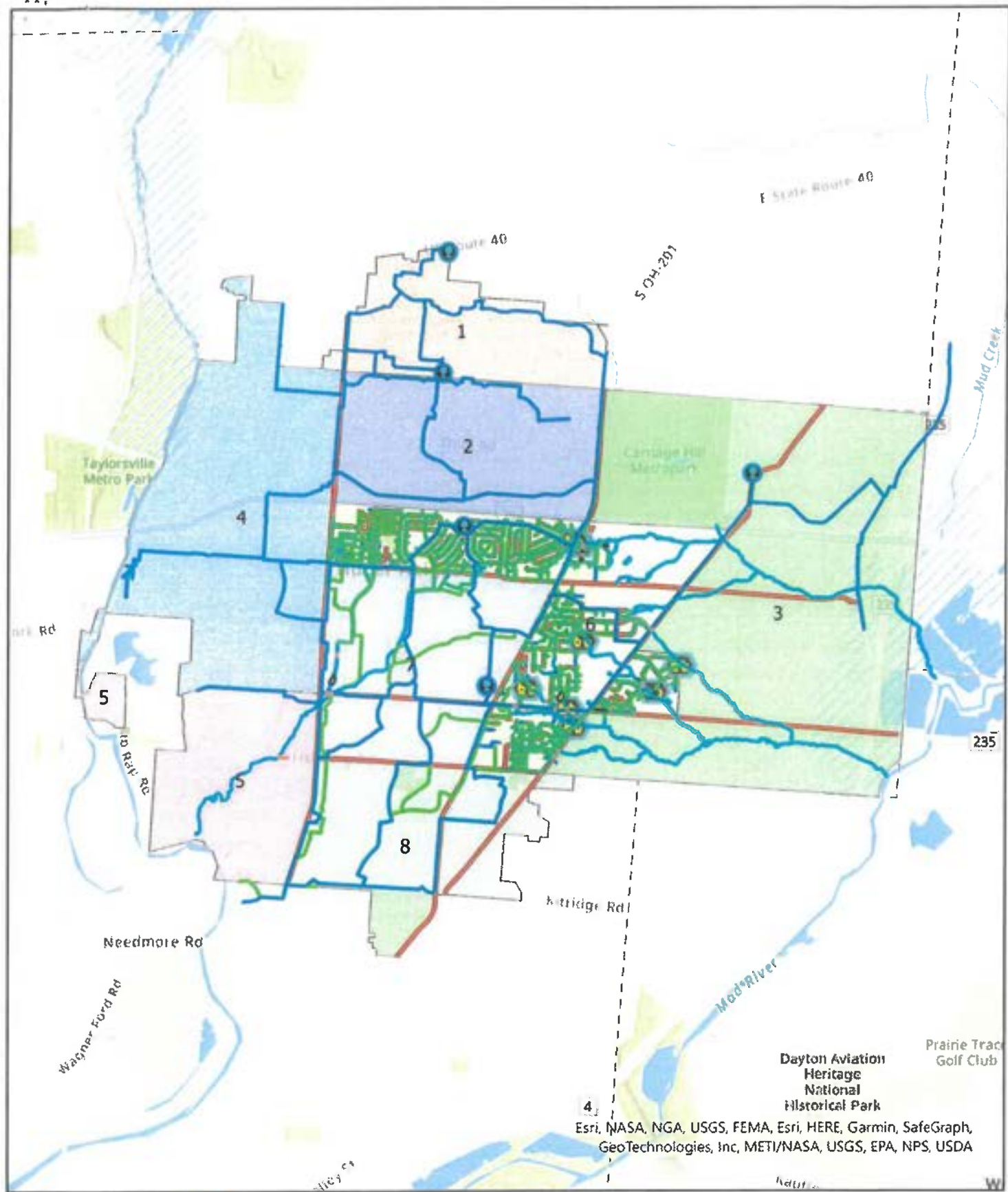
1 inch equals 1 mile



Appendix F

Infrastructure District 6



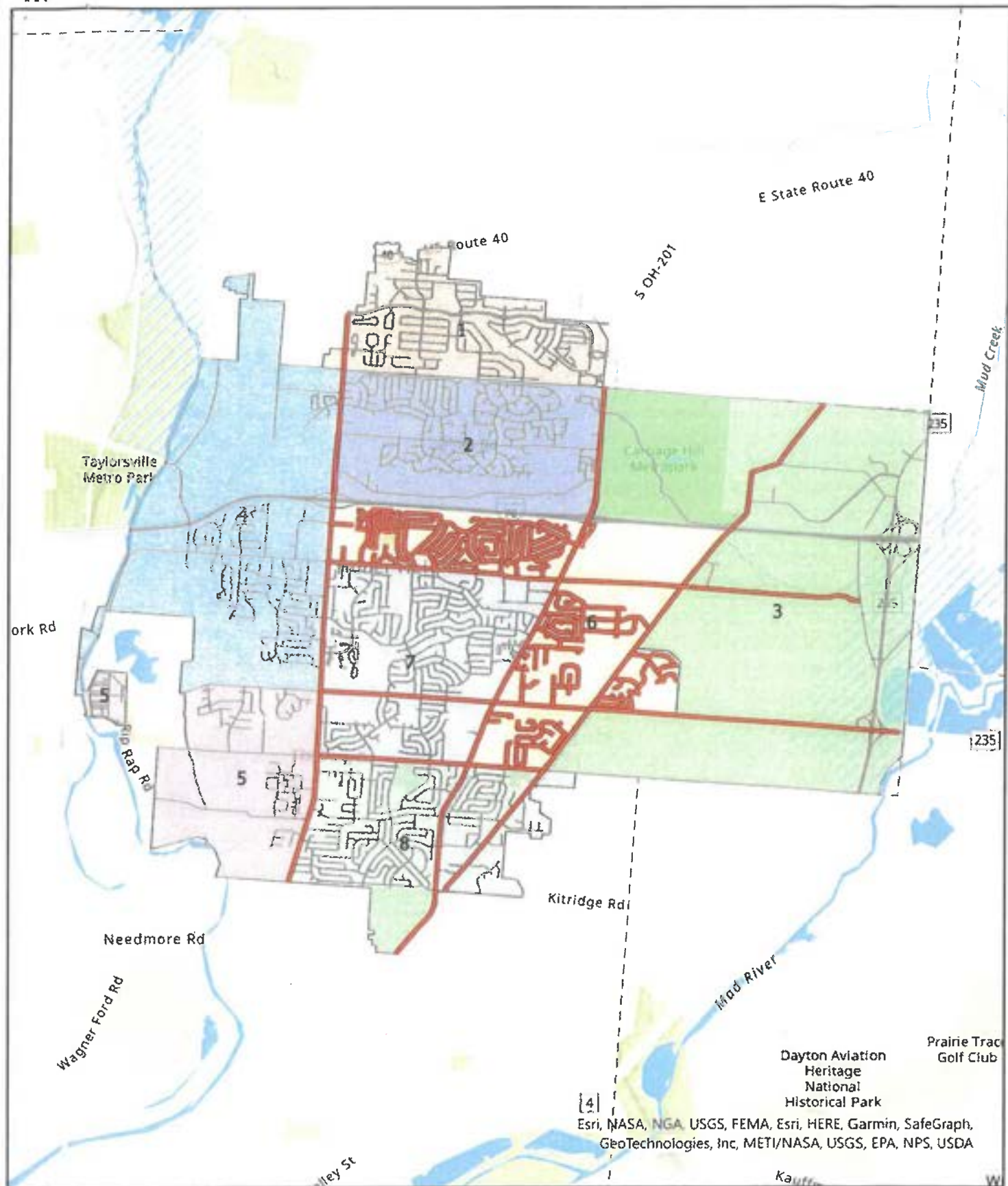


- | | |
|-------------------------------------|----------------------------------|
| Enclosed Storage Facility | District 6 Force Main |
| District 6 Lift Station | District 6 Sanitary Gravity Main |
| District 6 Water Distribution Mains | District 6 Roads |
| District 6 Stormwater Mains | District 6 Basins |
| District 6 Rivers | |
| District 6 Culverts | |

0 0.5 1 2 Miles
1 inch equals 1 miles



Infrastructure District 6 - Roads



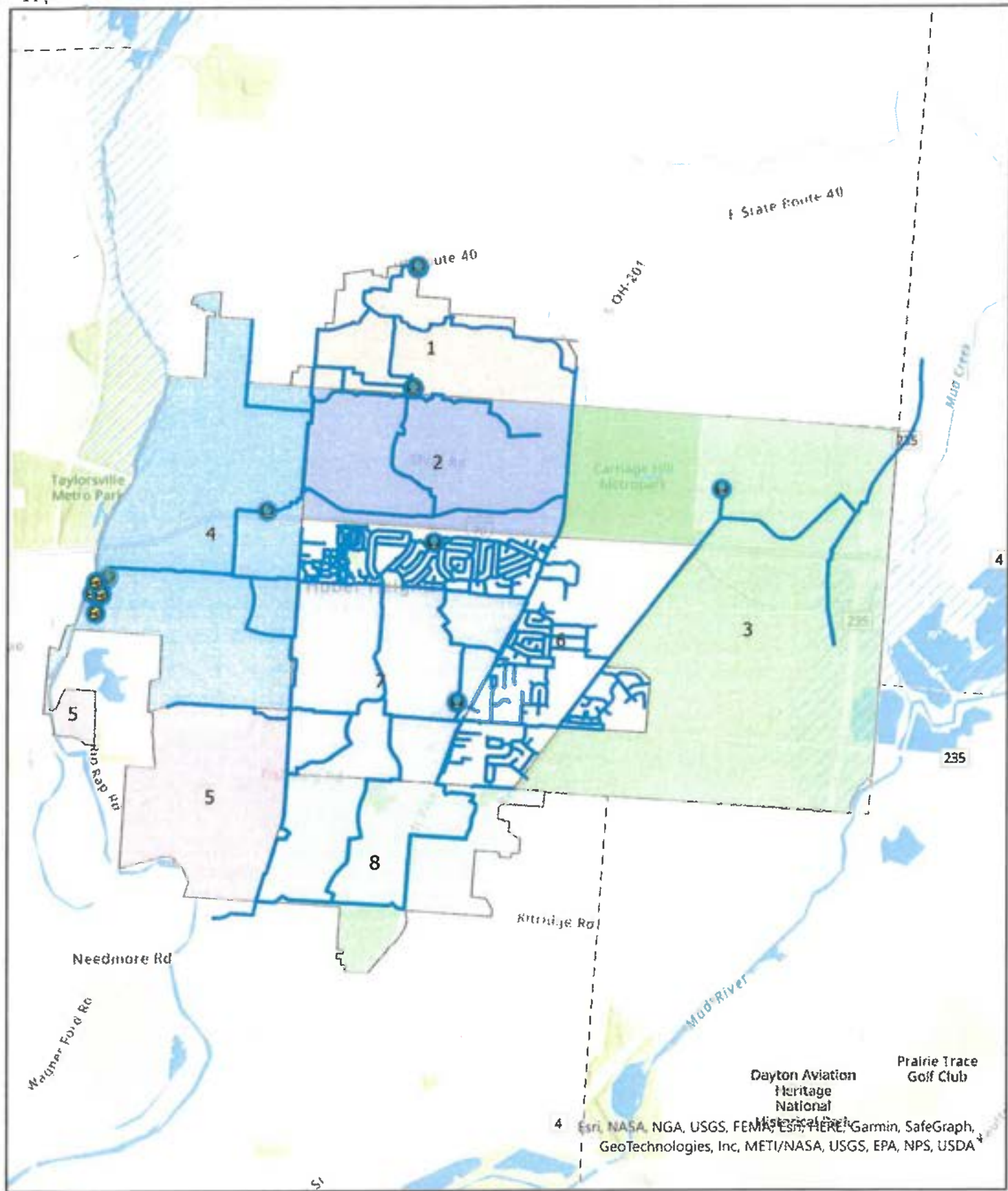
— District 6 Roads
— Huber Heights Streets

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 6 - Water



	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

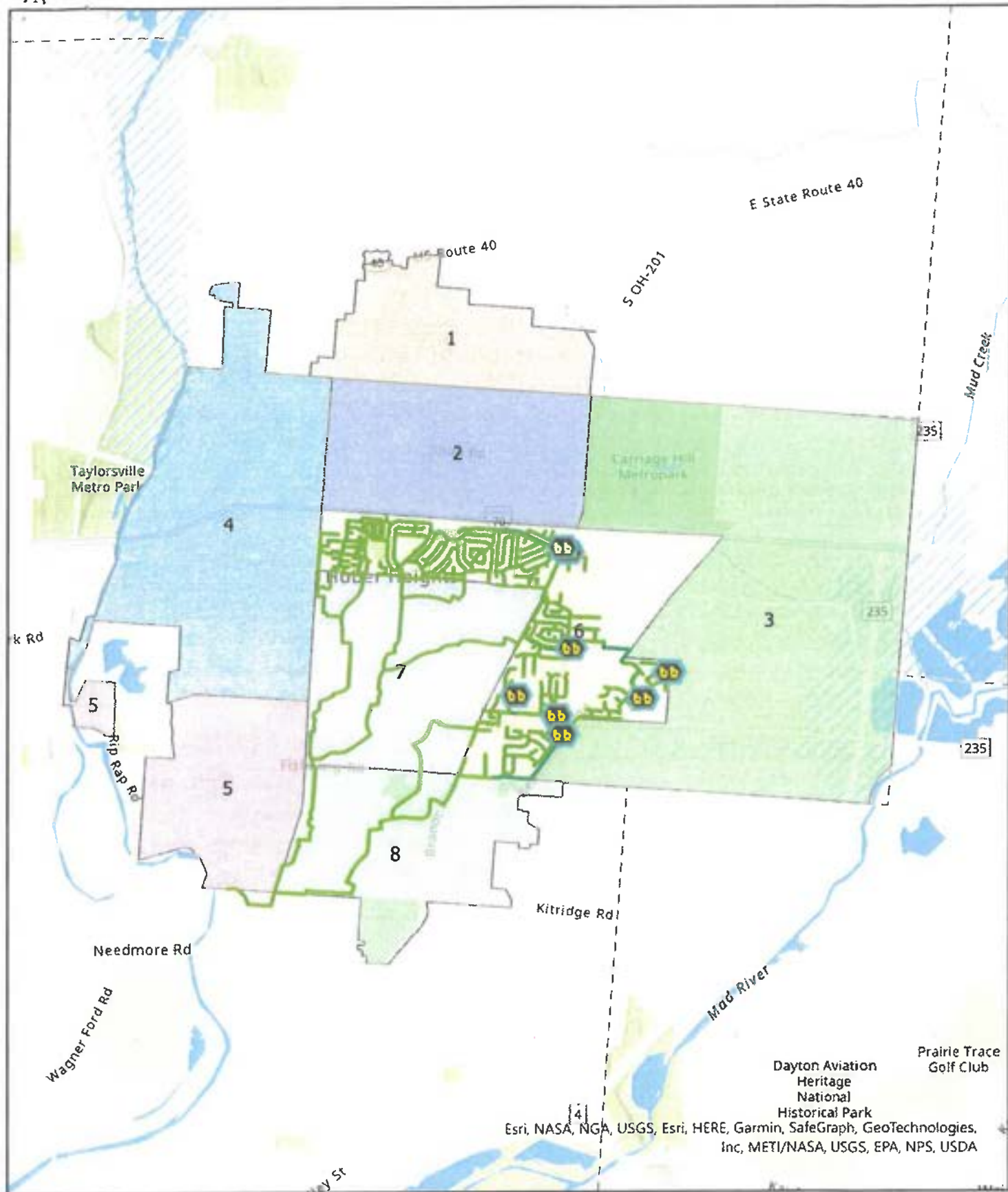
0 0.5 1 2 Miles

1 inch equals 1 miles



Esri, NASA, NGA, USGS, FEMA, Esri HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

Infrastructure District 6 - Sanitary Sewer



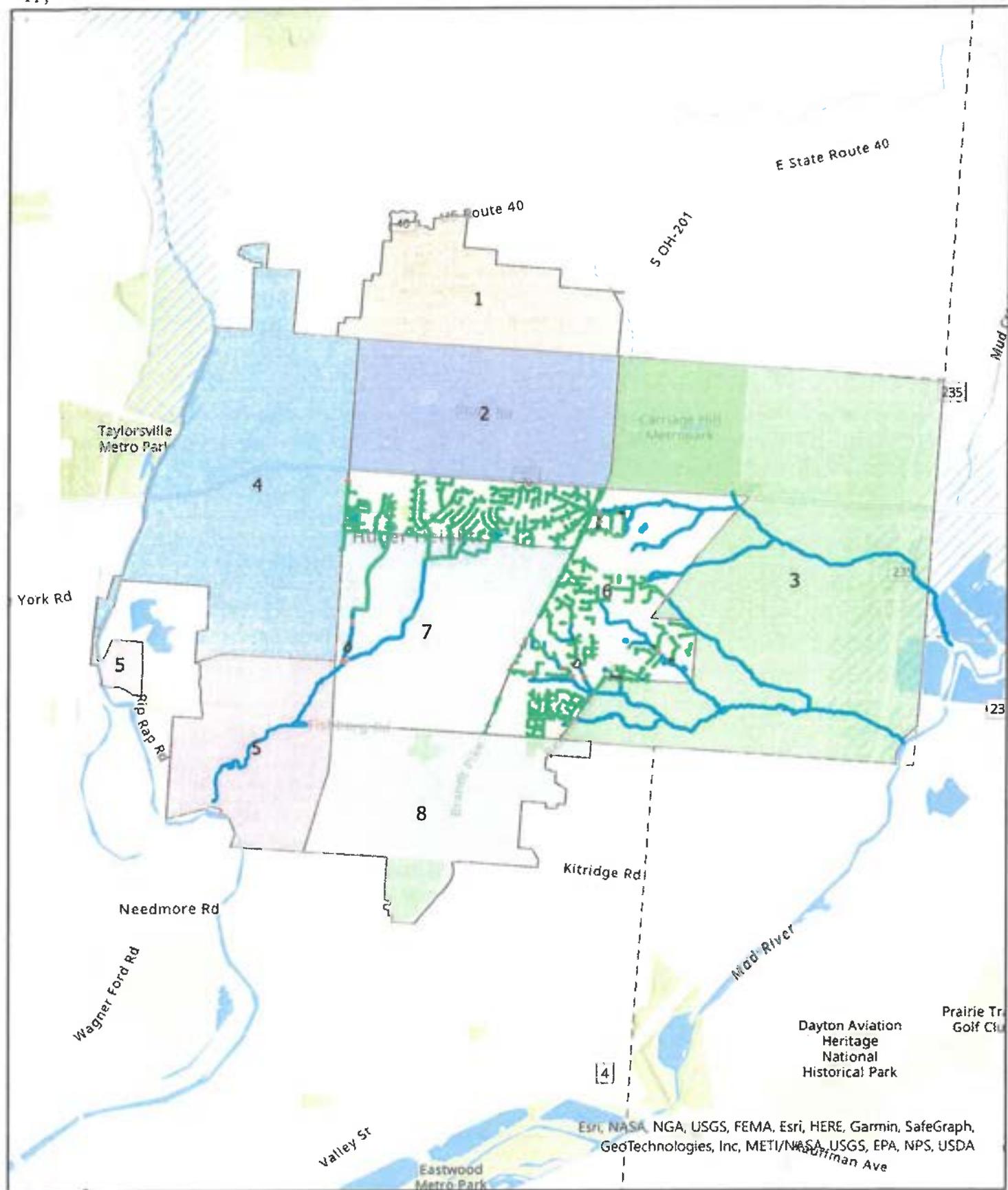
- District 6 Gravity Main
- District 6 Force Main
- District 6 Lift Station

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 6 - Stormwater



 District 6 Stormwater Mains	 District 6 Channels
 District 6 Rivers	 District 6 Basins
 District 6 Culverts	

0 0.5 1 2 Miles

1 inch equals 1 miles



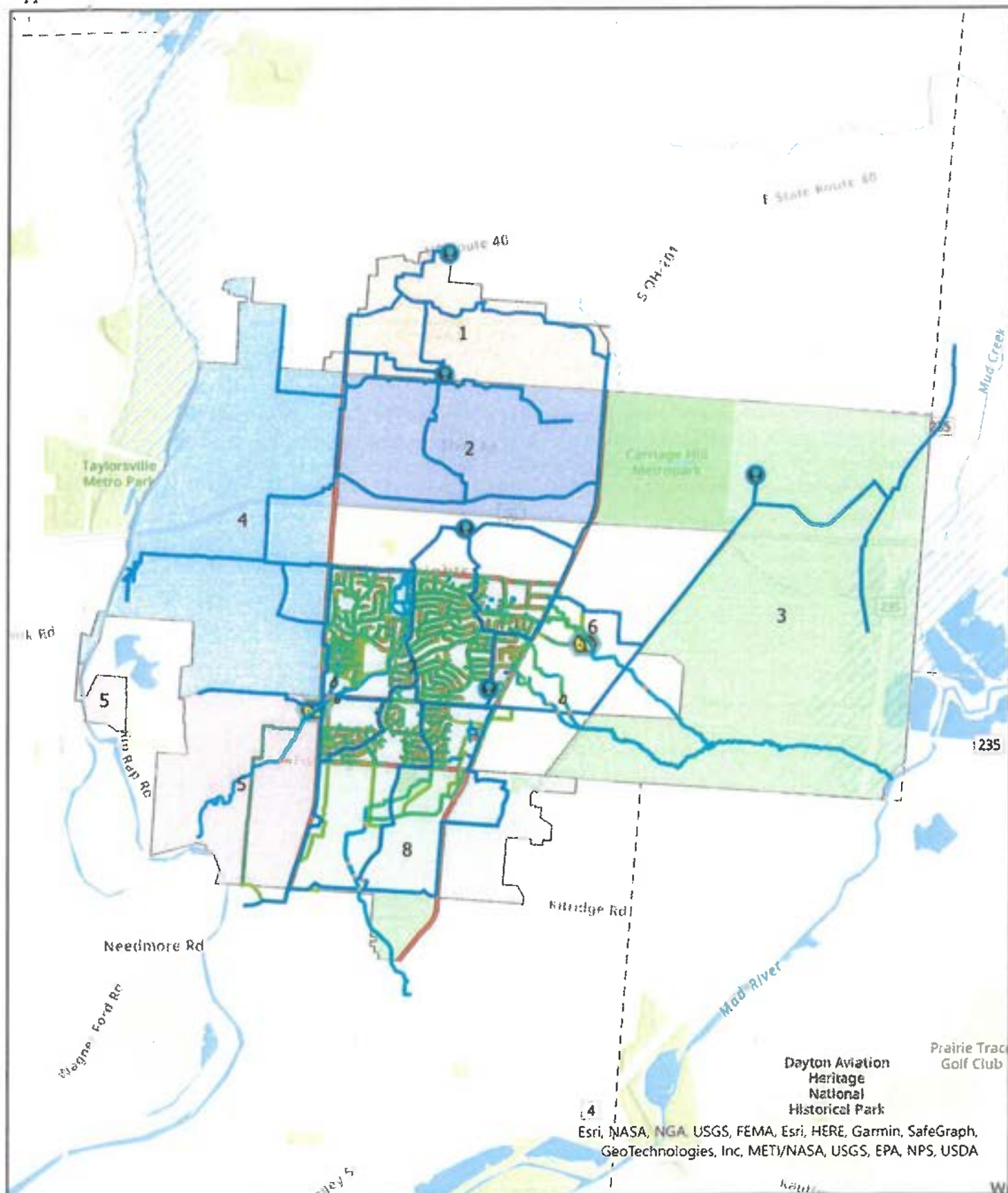


Appendix G

Infrastructure District 7



Infrastructure District 7 - Overview



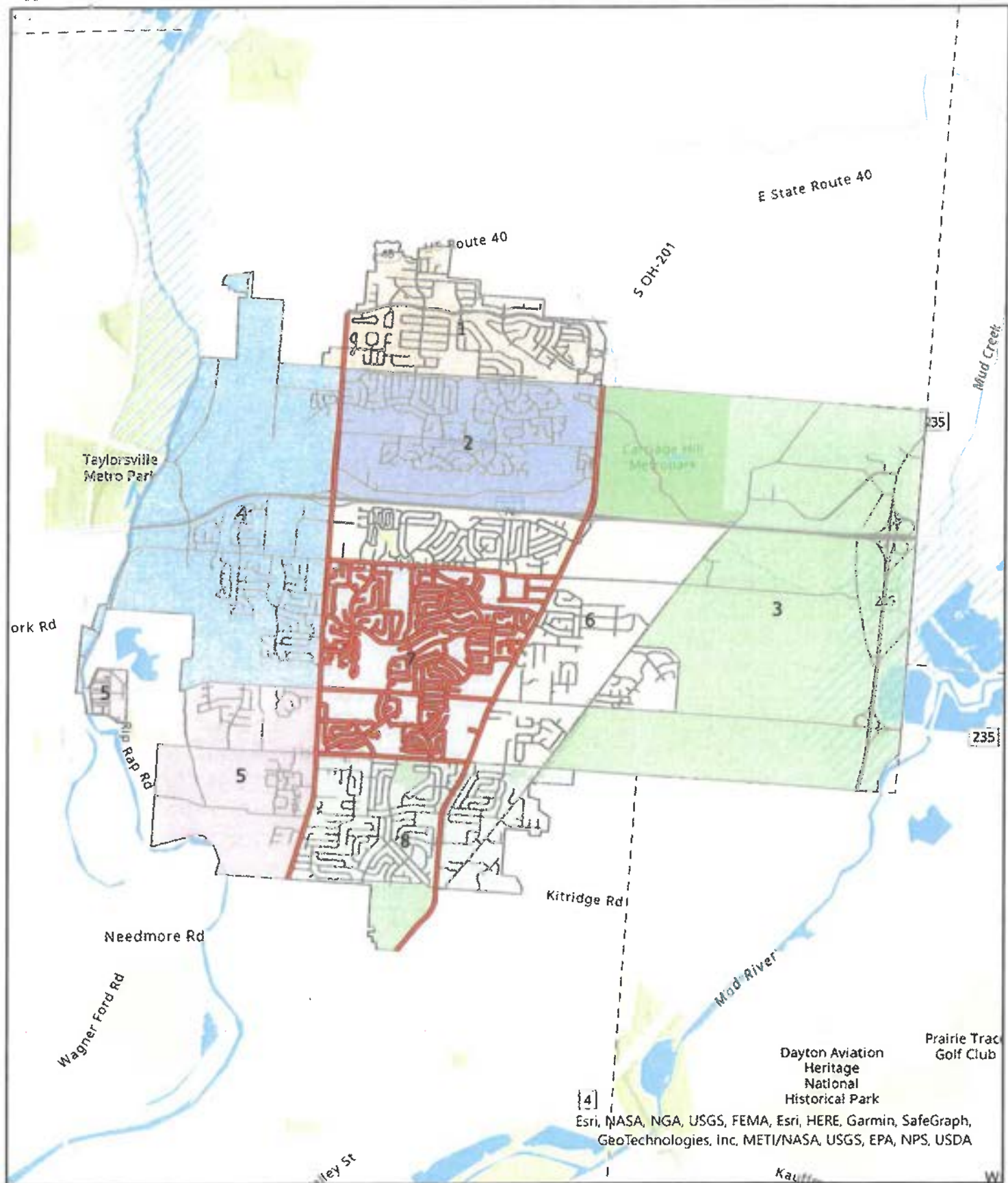
- | | |
|-------------------------------------|----------------------------------|
| Endosed Storage Facility | District 7 Force Main |
| District 7 Lift Station | District 7 Sanitary Gravity Main |
| District 7 Water Distribution Mains | District 7 Roads |
| District 7 Stormwater Mains | District 7 Basins |
| District 7 Rivers | |
| District 7 Culverts | |

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 7 - Roads



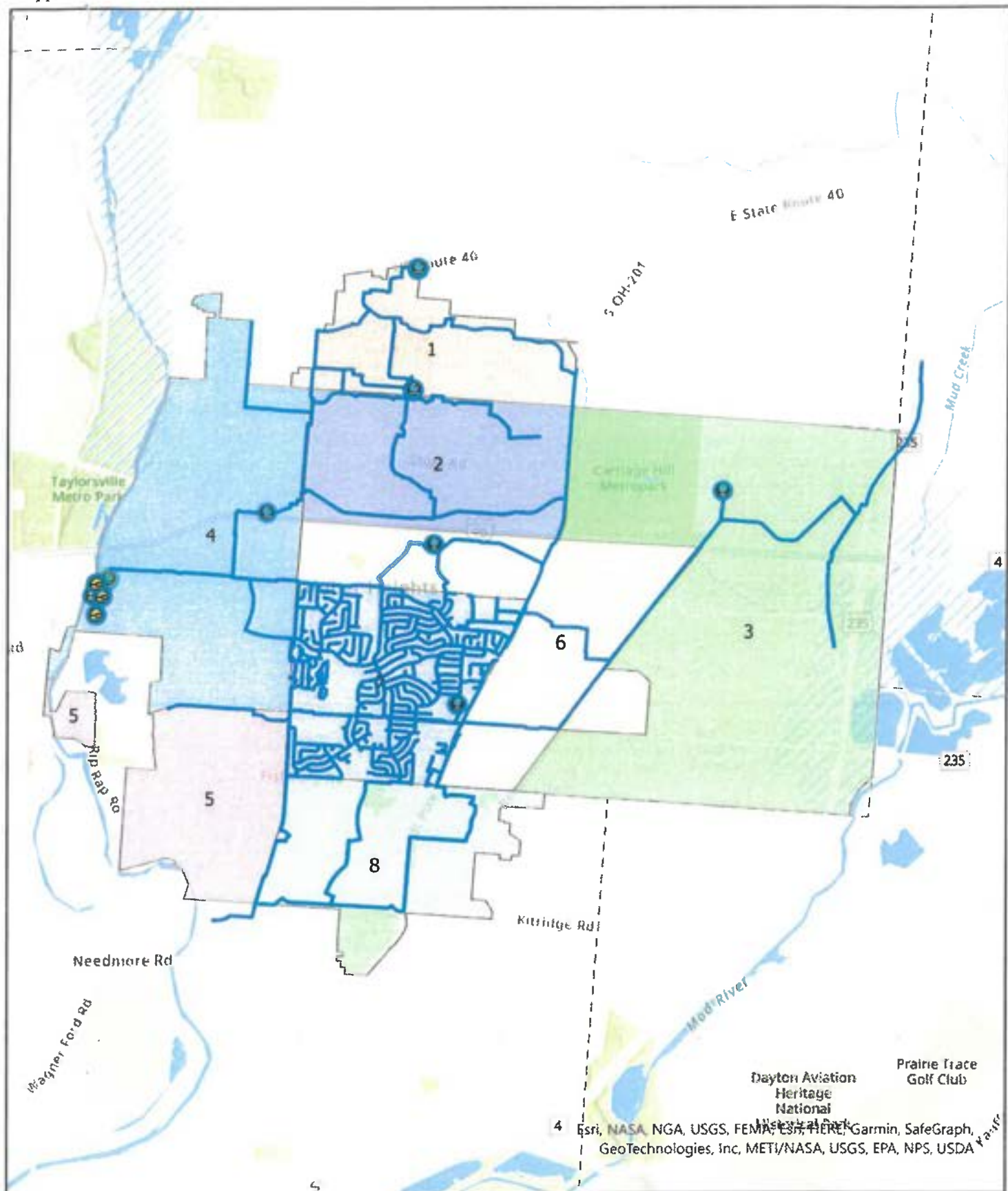
— District 7 Roads
— Huber Heights Streets

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 7 - Water



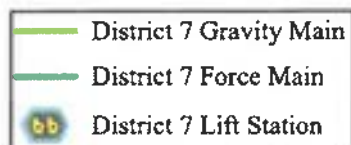
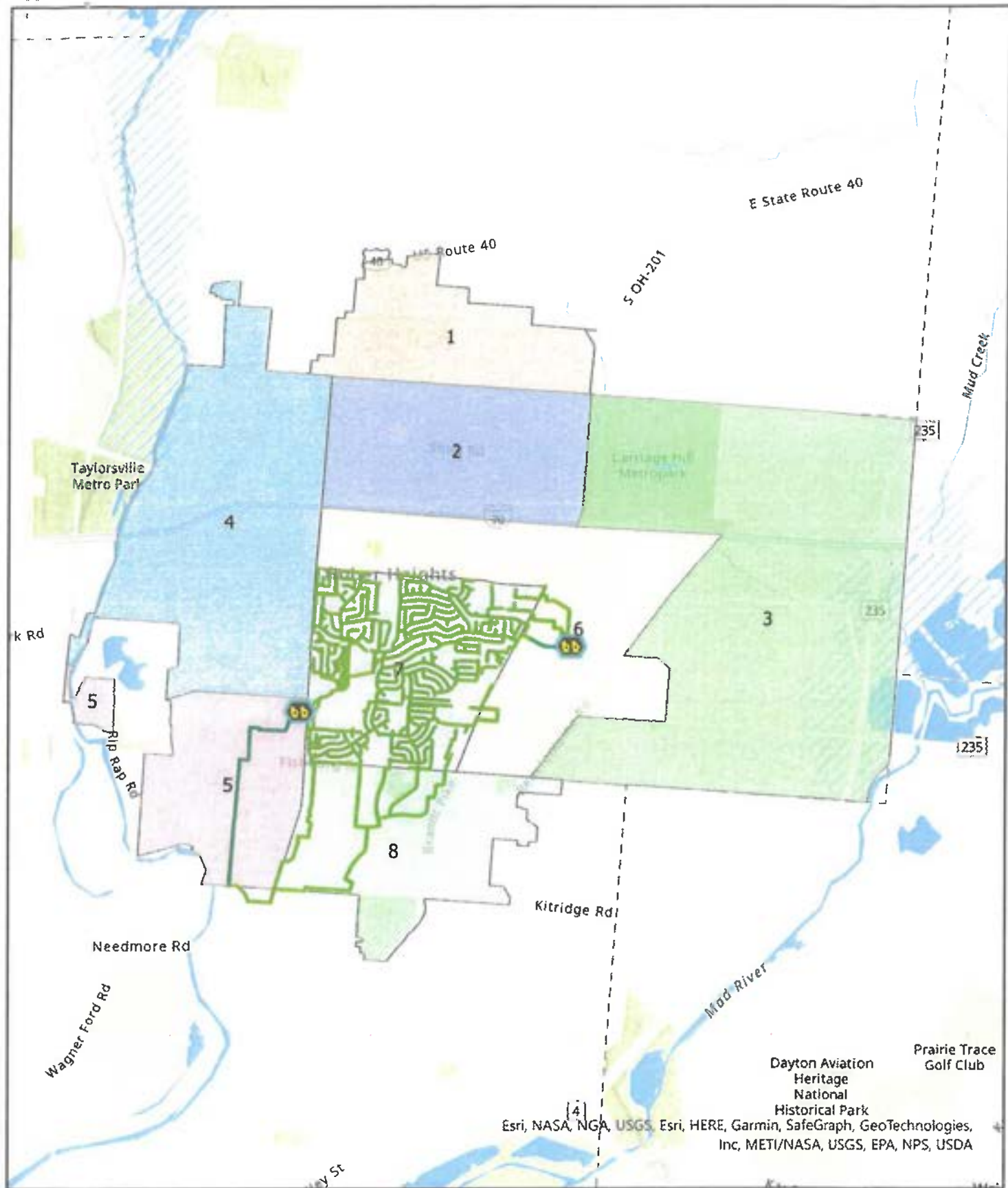
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



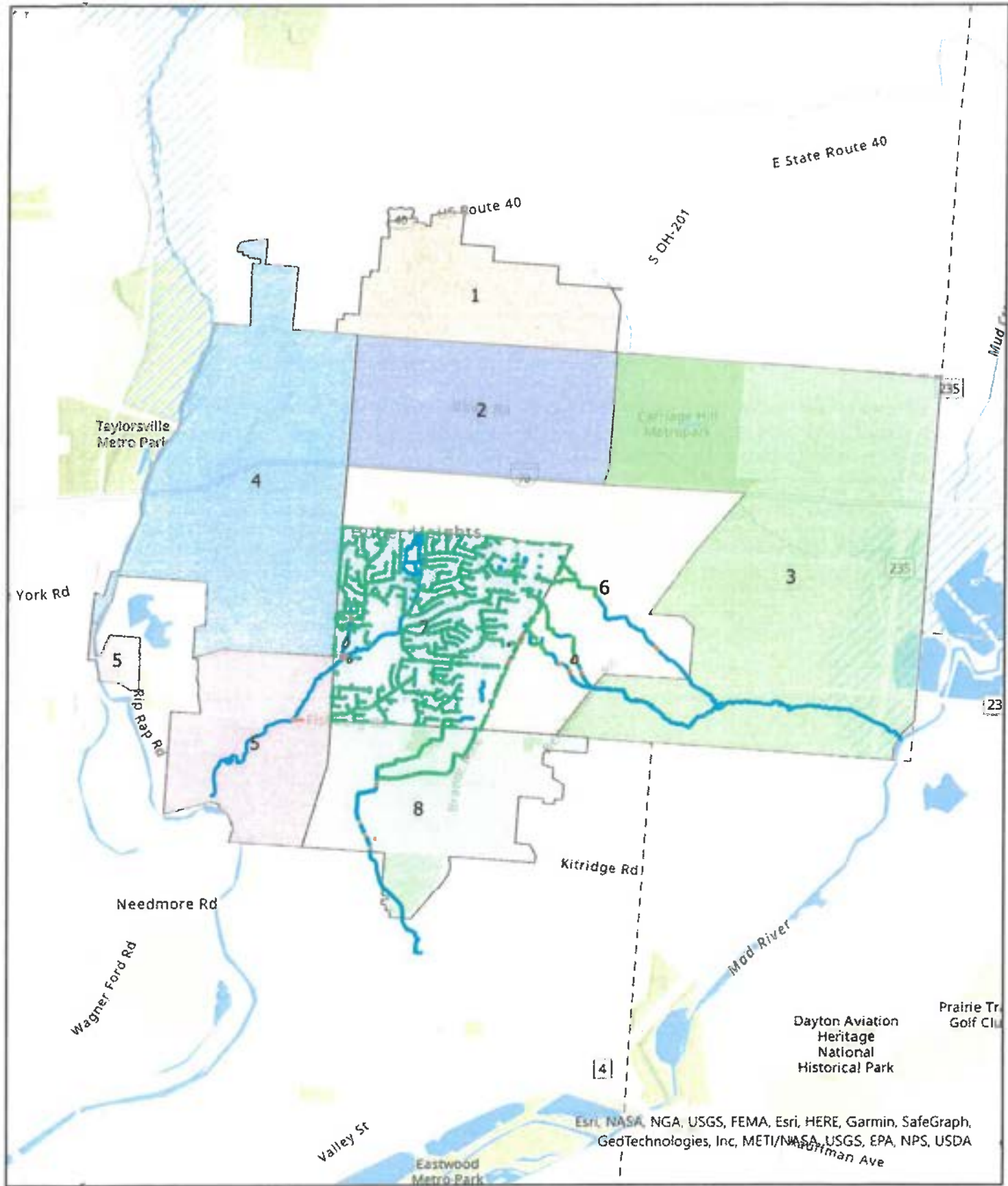
Infrastructure District 7 - Sanitary Sewer



1 inch equals 1 miles



Infrastructure District 7 - Stormwater



 District 7 Stormwater Mains	 District 7 Channels
 District 7 Rivers	 District 7 Basins
 District 7 Culverts	

0 0.5 1 2
Miles

1 inch equals 1 miles

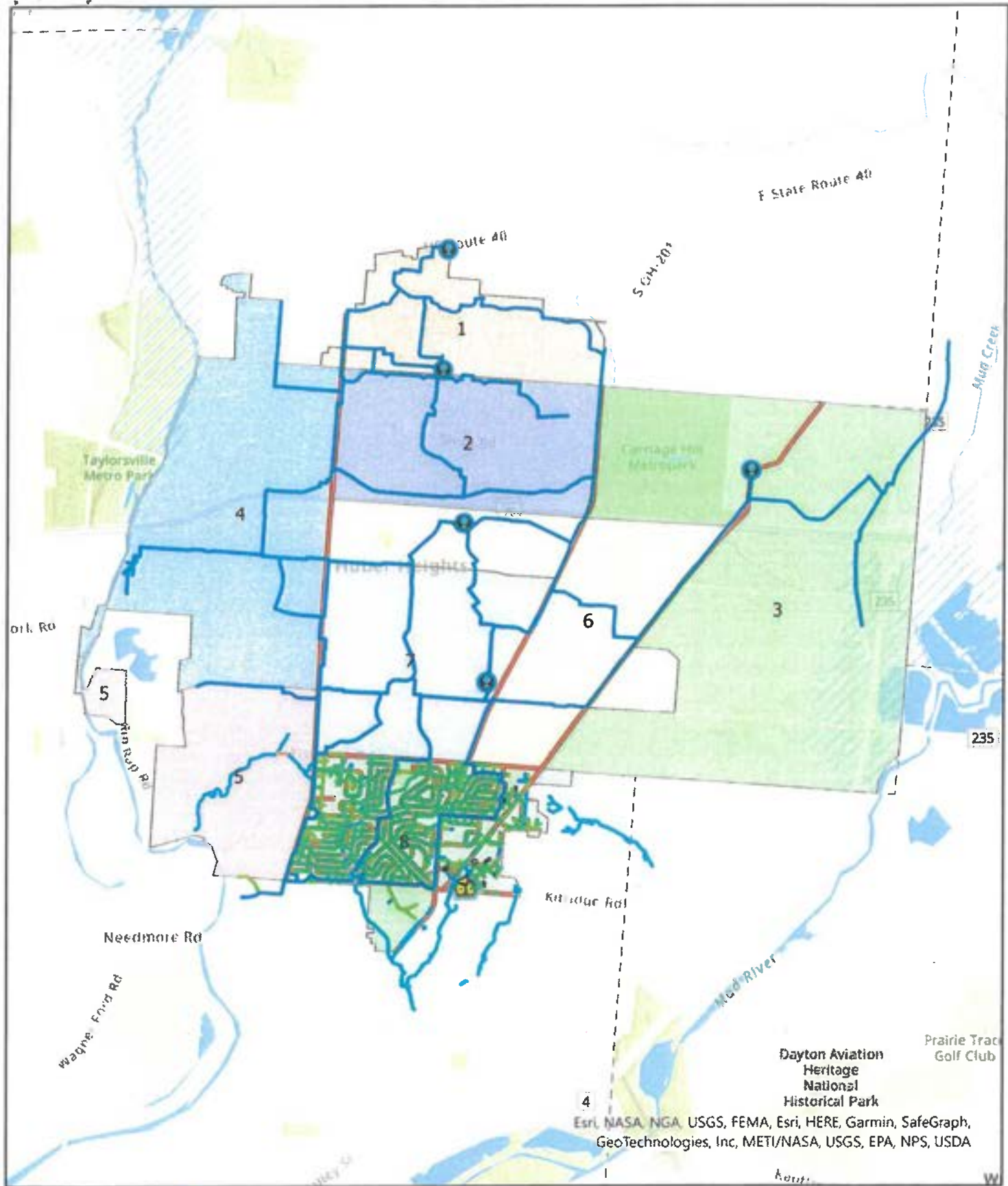


Appendix H

Infrastructure District 8



Infrastructure District 8 - Overview



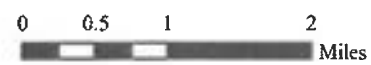
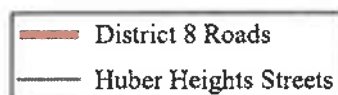
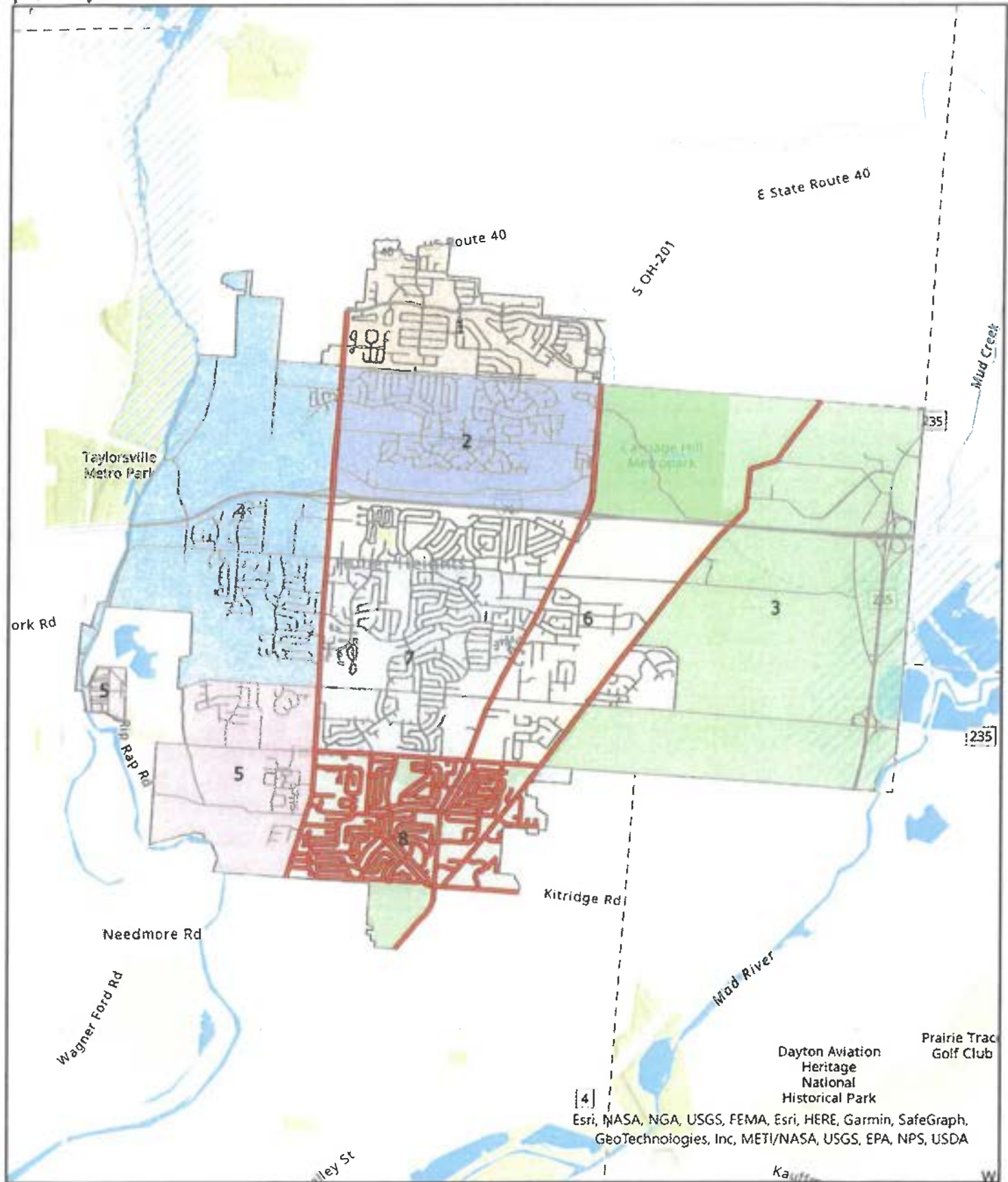
- | | |
|-------------------------------------|----------------------------------|
| Enclosed Storage Facility | District 8 Force Main |
| District 8 Lift Station | District 8 Sanitary Gravity Main |
| District 8 Water Distribution Mains | District 8 Roads |
| District 8 Stormwater Mains | District 8 Basins |
| District 8 Rivers | |
| District 8 Culverts | |

0 0.5 1 2 Miles

1 inch equals 1 miles



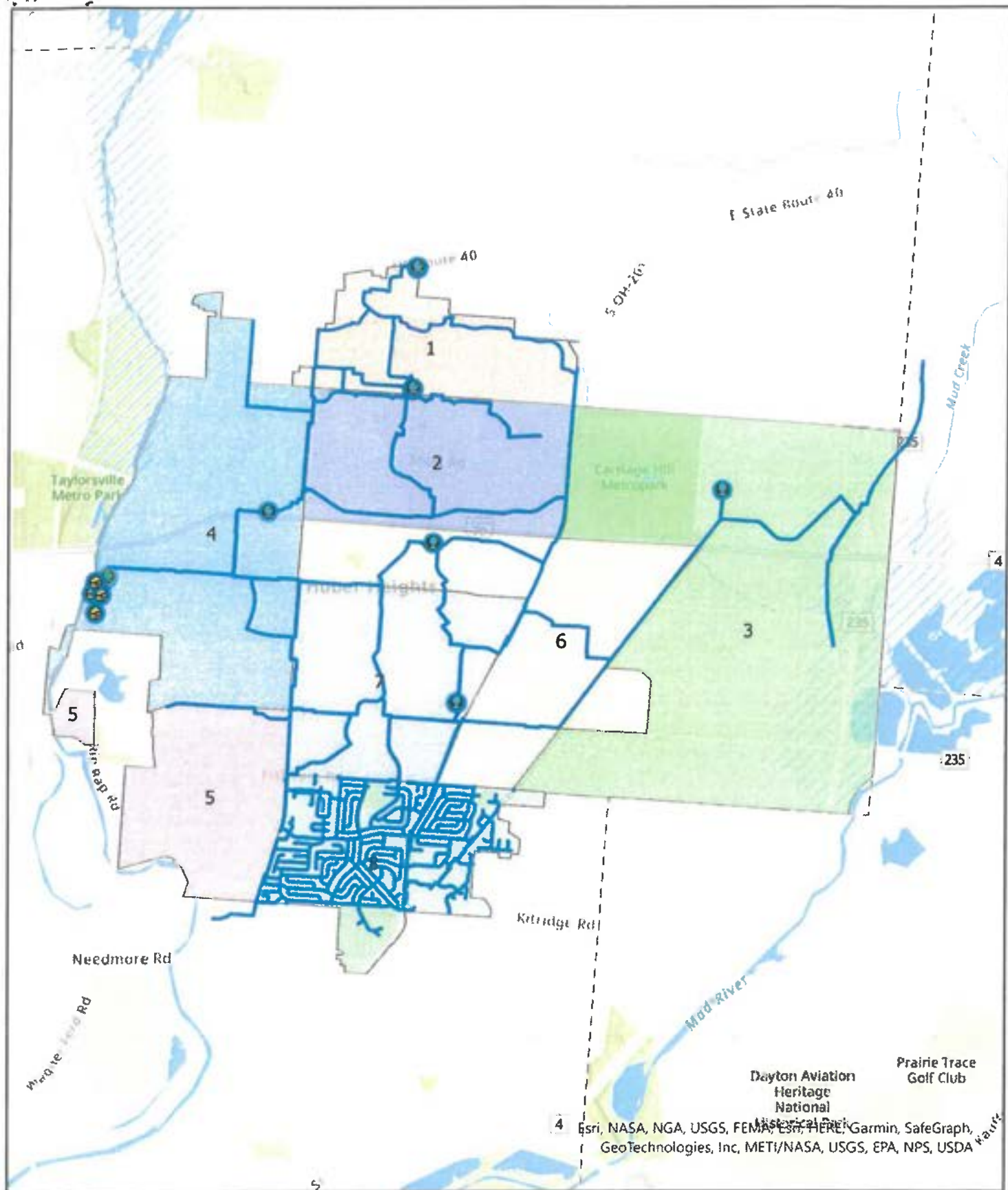
Infrastructure District 8 - Roads



1 inch equals 1 miles



Infrastructure District 8 - Water



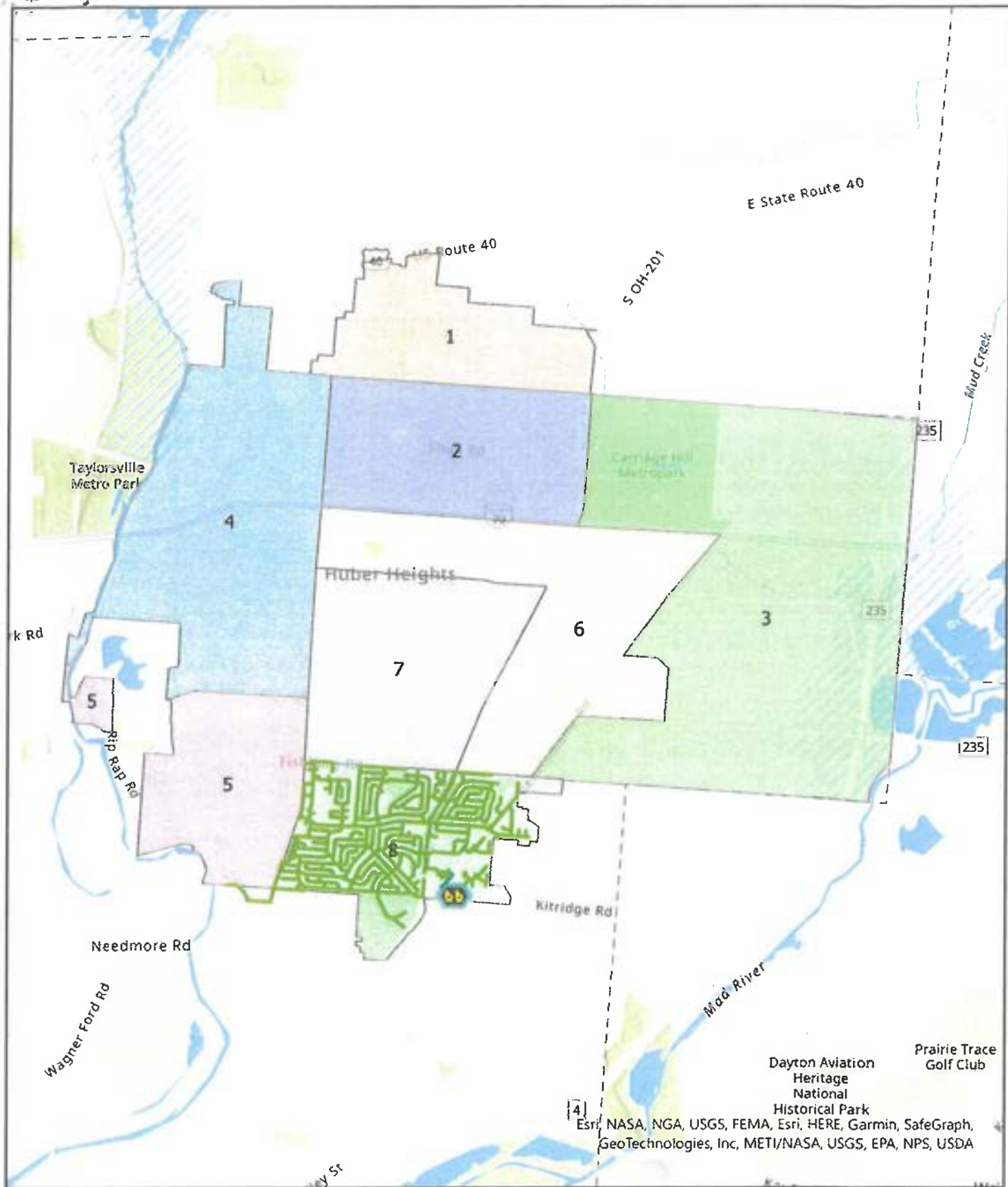
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 8 - Sanitary Sewer



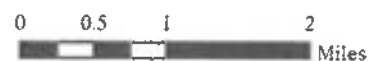
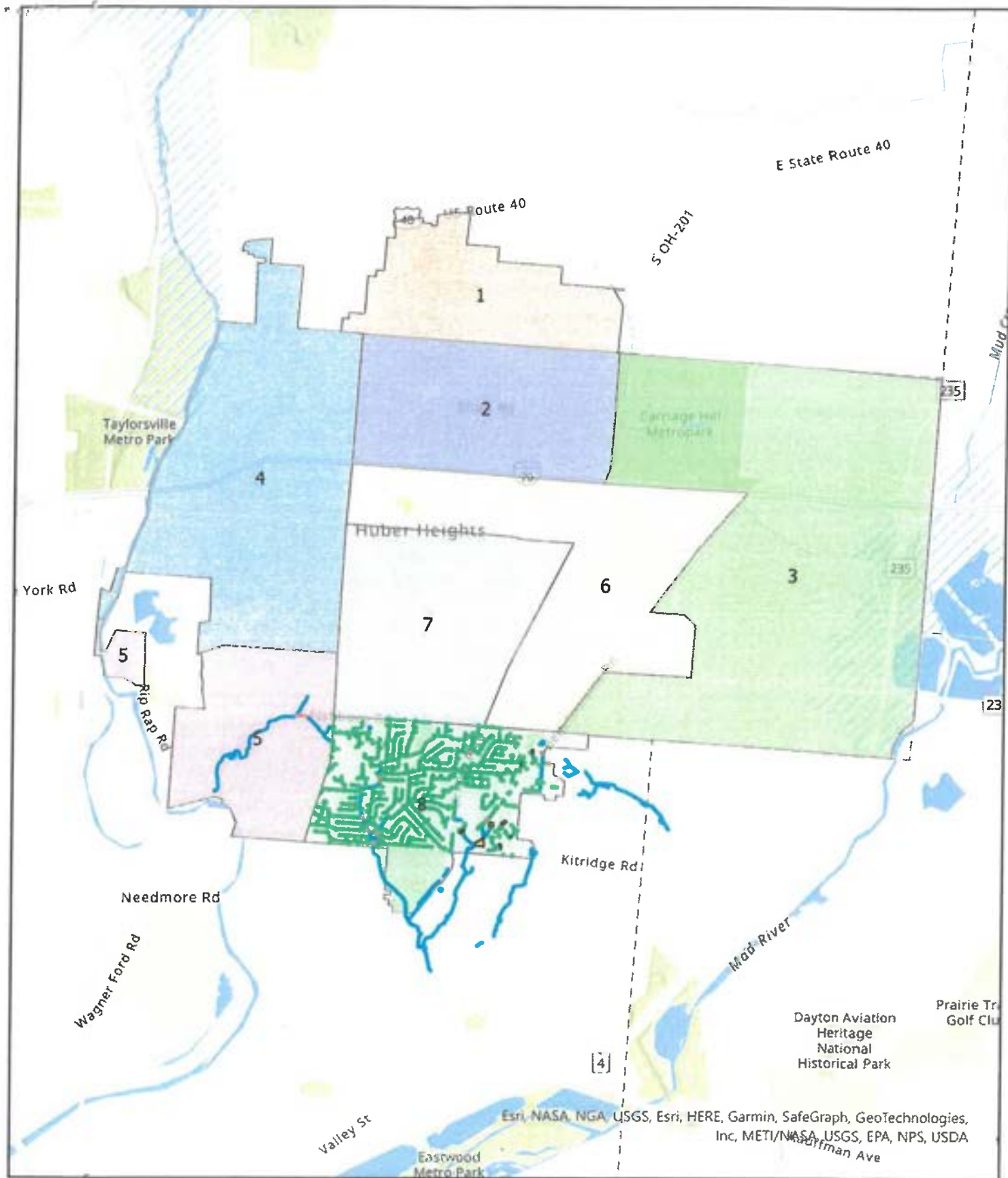
- District 8 Gravity Main
- District 8 Force Main
- bb District 8 Lift Station

0 0.5 1 2
Miles

1 inch equals 1 miles



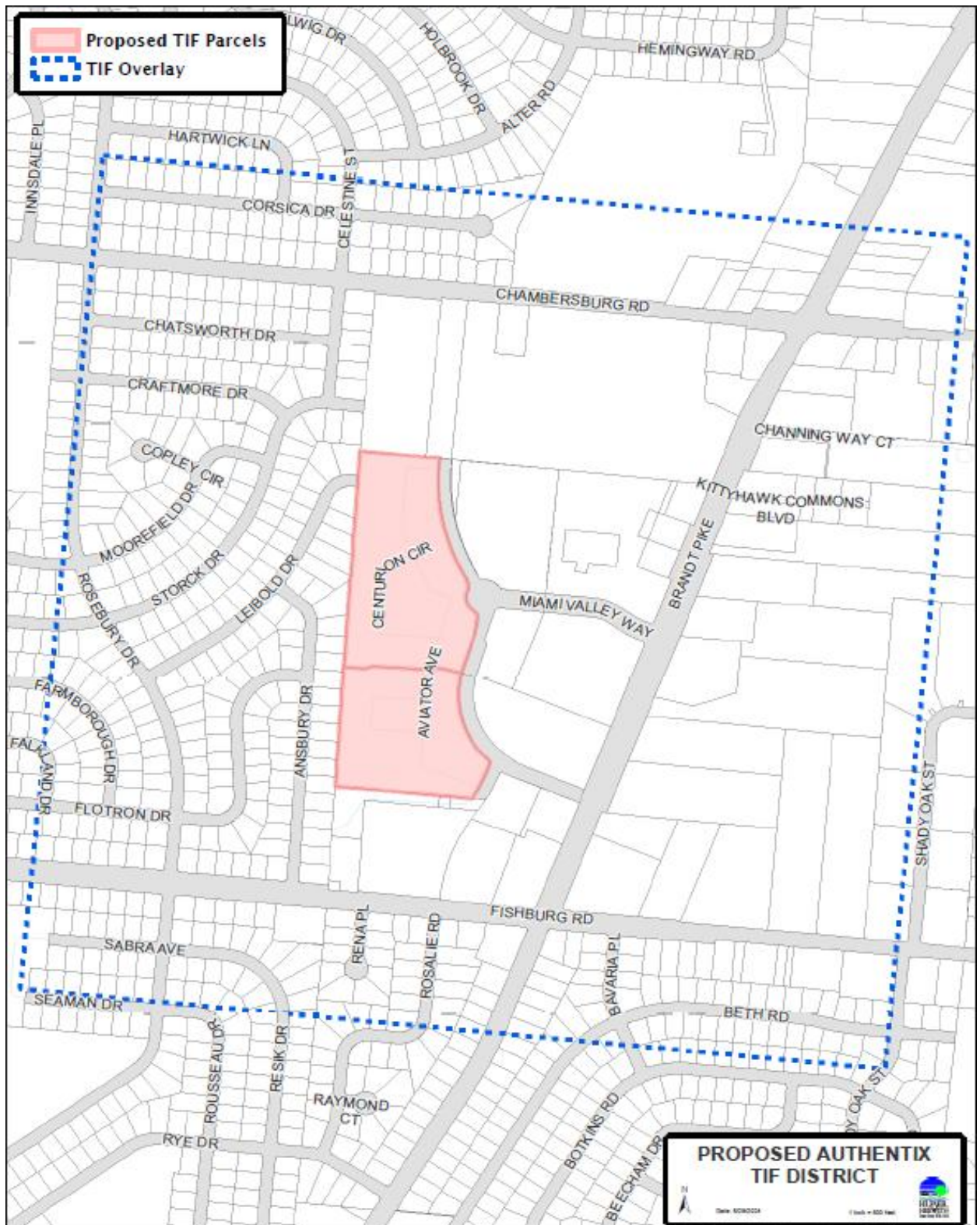
Infrastructure District 8 - Stormwater



1 inch equals 1 miles



EXHIBIT B



AI-10362

Topics Of Discussion I.

Council Work Session

Meeting Date: 09/17/2024

Case BDP 24-17 - Carriage Trails Co, LLC - Rezoning/Basic Development Plan - Between Carriage Trails I And U.S. Route 40

Submitted By: Geri Hoskins

Department: Assistant City Manager

Division: Planning

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 09/17/2024

Audio-Visual Needs: SmartBoard

Emergency Legislation?: No

**Motion/Ordinance/
Resolution No.:**

Agenda Item Description or Legislation Title

Case BDP 24-17 - Carriage Trails Co, LLC - Rezoning/Basic Development Plan - Between Carriage Trails I And U.S. Route 40

Purpose and Background

The applicant, Carriage Trails Co, LLC, is requesting approval of a Rezoning from Agricultural (A) to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres recently annexed into the City of Huber Heights (Case BDP 24-17).

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Drawings

Application

Legal Description

Fire Assessment

Staff Report

Decision Record

Letters Of Opposition

Minutes

Presentation - Planning Commission

Ordinance

Carriage Trails II

Huber Heights

DATE: August 20, 2024

Basic Development Plan

PROJECT NO. 20030

SHEET INDEX

EXHIBIT A.1	Legal Description Plan
EXHIBIT B	Existing Conditions Plan
EXHIBIT C	Basic Development Plan
EXHIBIT D	Signage
EXHIBIT E.1	Architectural Character Imagery - Townhome Architectural Character Imagery - Attached Single Family
EXHIBIT E.2	Architectural Character Imagery - Village Homes Cluster Architectural Character Imagery - Small Single Family
EXHIBIT E.3	Architectural Character Imagery - Large Single Family Architectural Character Imagery - Multi-Family / Condo
EXHIBIT E.4	Architectural Character Imagery - Commercial - Senior Architectural Character Imagery - Commercial - Retail

PREPARED FOR



CARRIAGE TRAILS
Neighborhoods and Nature

5131 Post Road, Suite 101
Dublin, Ohio 43017

PREPARED BY



POD design

Columbus
100 Northwoods Blvd
Suite A
Columbus, Ohio 43235
p 614.255.3399

Cincinnati
20 Village Square, Floor 3
Cincinnati, Ohio 45246
p 614.360.3066

PODdesign.net

CONSULTANT



ARCADIS

ARCADIS
23 Triangle Park Drive, Suite 2300
Cincinnati, Ohio 45246
p 513.942.3141

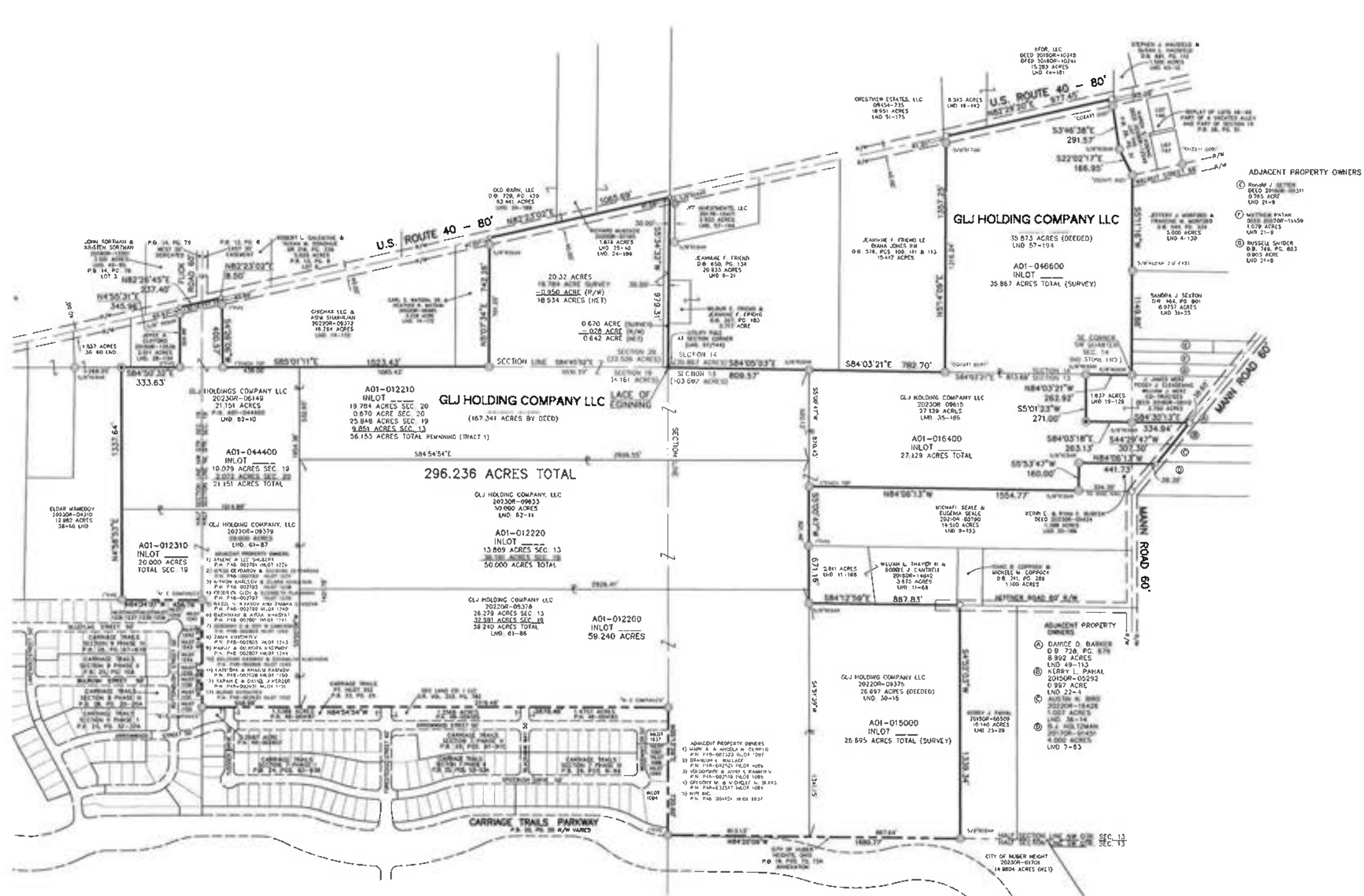
arcadis.com

VICINITY MAP



NOT TO SCALE






NORTH
(IN FEET)
1 inch = 300 ft

CARRIAGE TRAILS II ZONING EXHIBIT

- ADJACENT PROPERTY OWNERS
- ① RUSSELL J. SWIDER DEED 2015OR-05245 0.765 ACRES LND 21-9
 - ② WYTHE PATRICK DEED 2008OR-11459 1.079 ACRES LND 21-9
 - ③ RUSSELL SWIDER DEED 748 PG. 883 0.803 ACRES LND 21-9

- ADJACENT PROPERTY OWNERS
- ④ DANCE D. BARKER DEED 720 PG. 679 8.892 ACRES LND 49-113
 - ⑤ KERRY L. PAHAL DEED 2015OR-05292 0.997 ACRES LND 22-4
 - ⑥ ADRIAN H. BIRD DEED 2008OR-16426 1.027 ACRES LND 38-14
 - ⑦ R. J. HULTMAN DEED 2012OR-07459 4.806 ACRES LND 7-63

EXISTING CONDITIONS PLAN

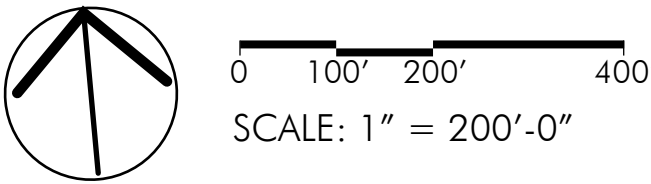
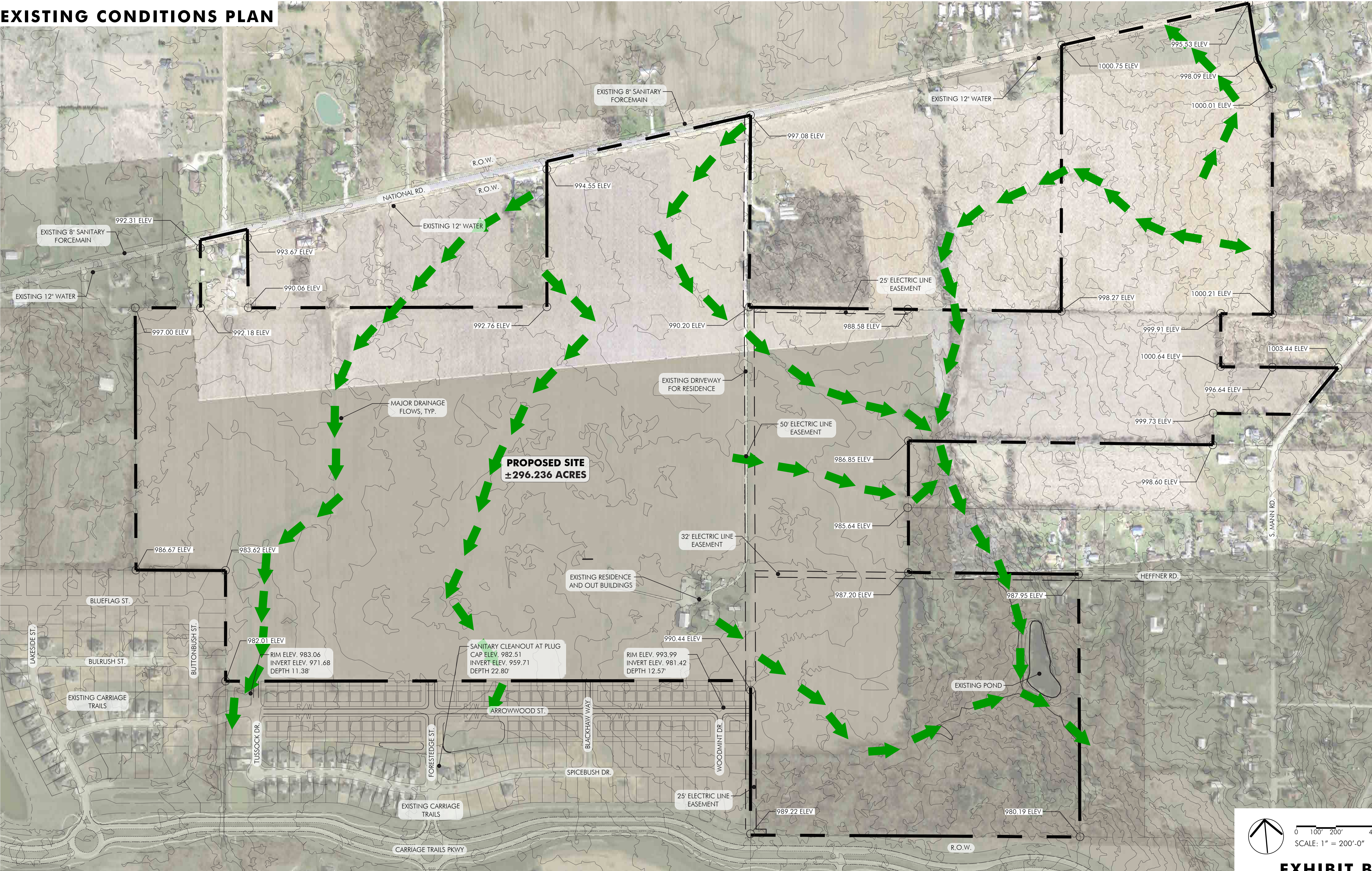
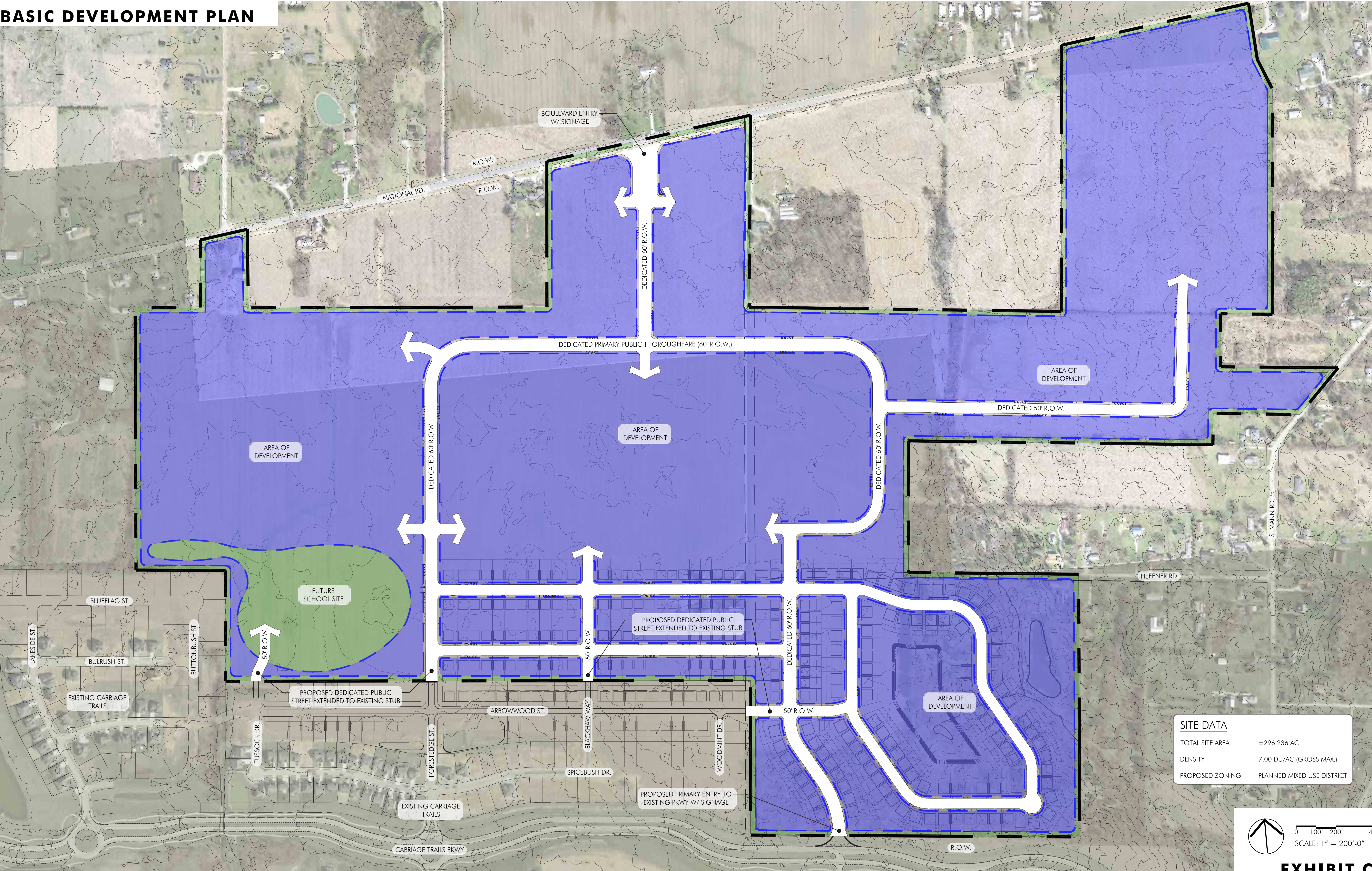
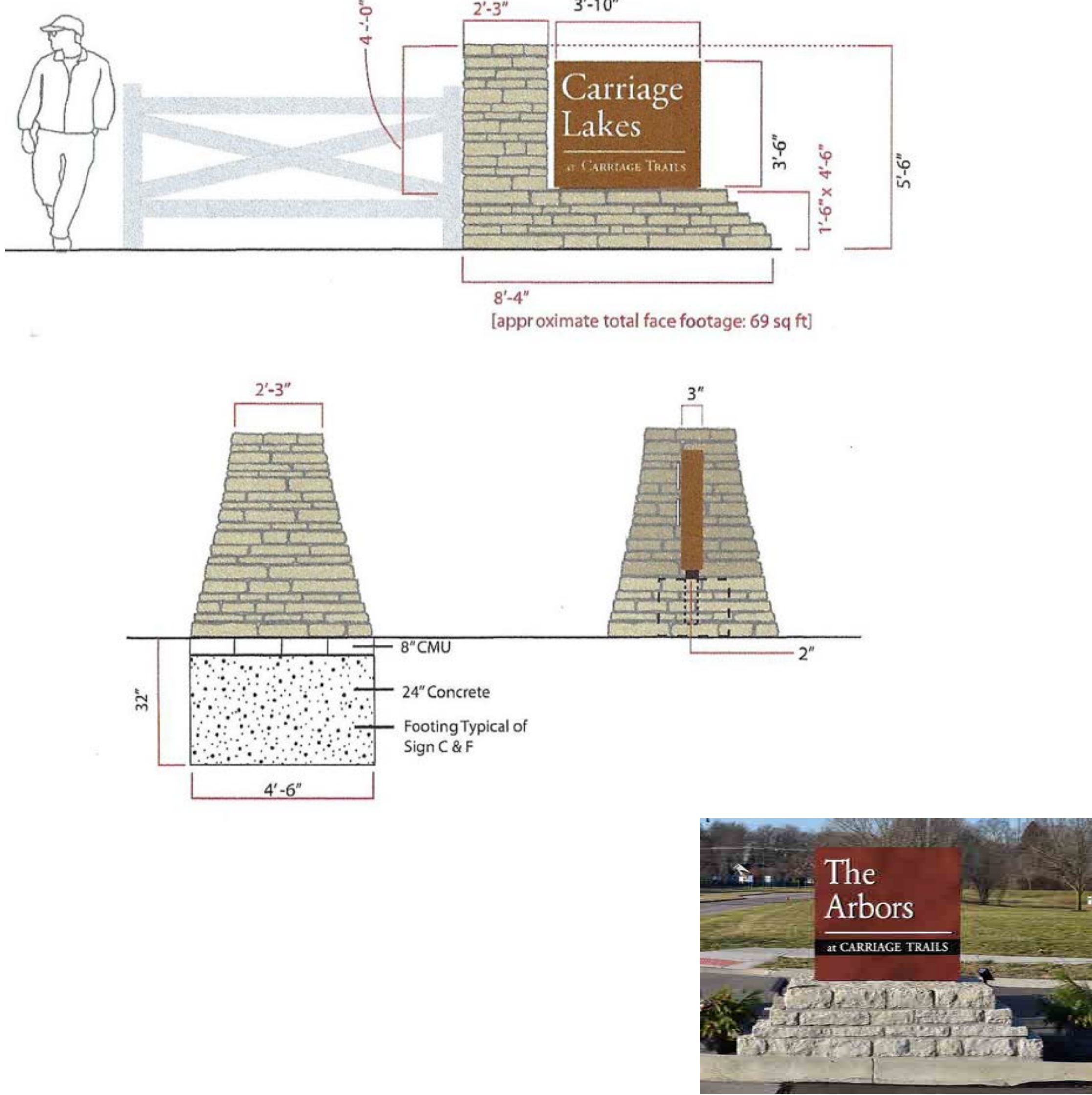


EXHIBIT B

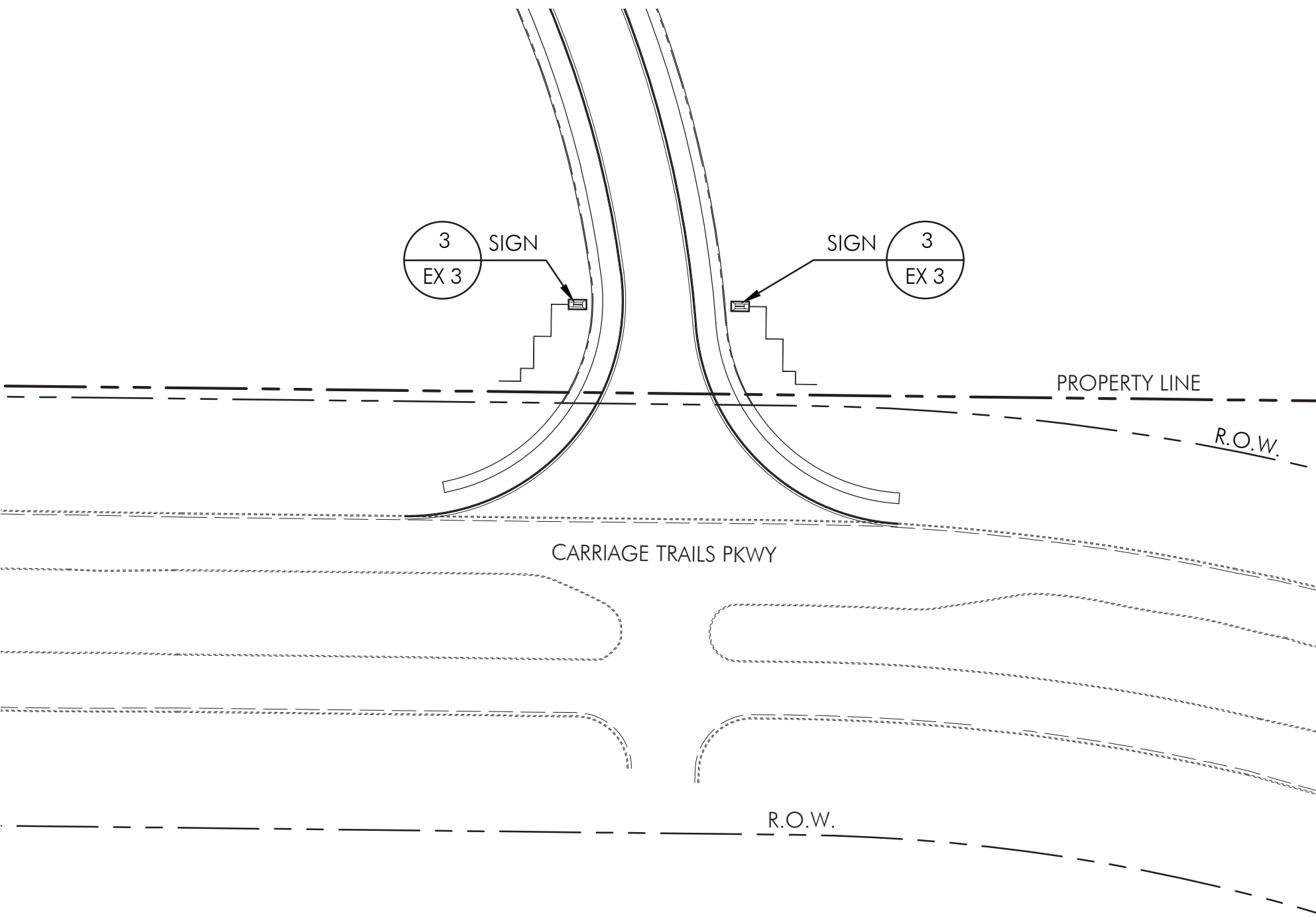
BASIC DEVELOPMENT PLAN



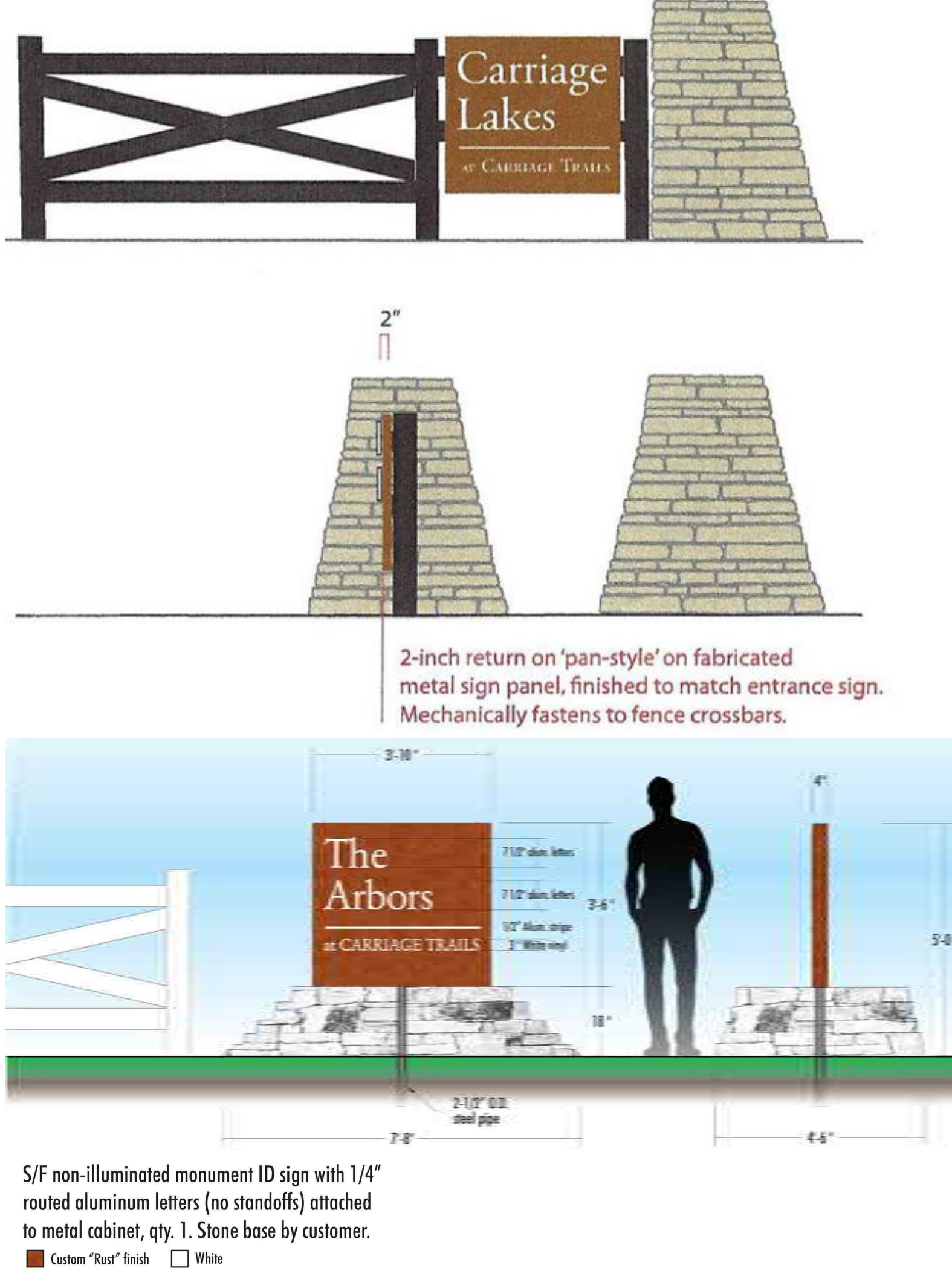
SIGNAGE



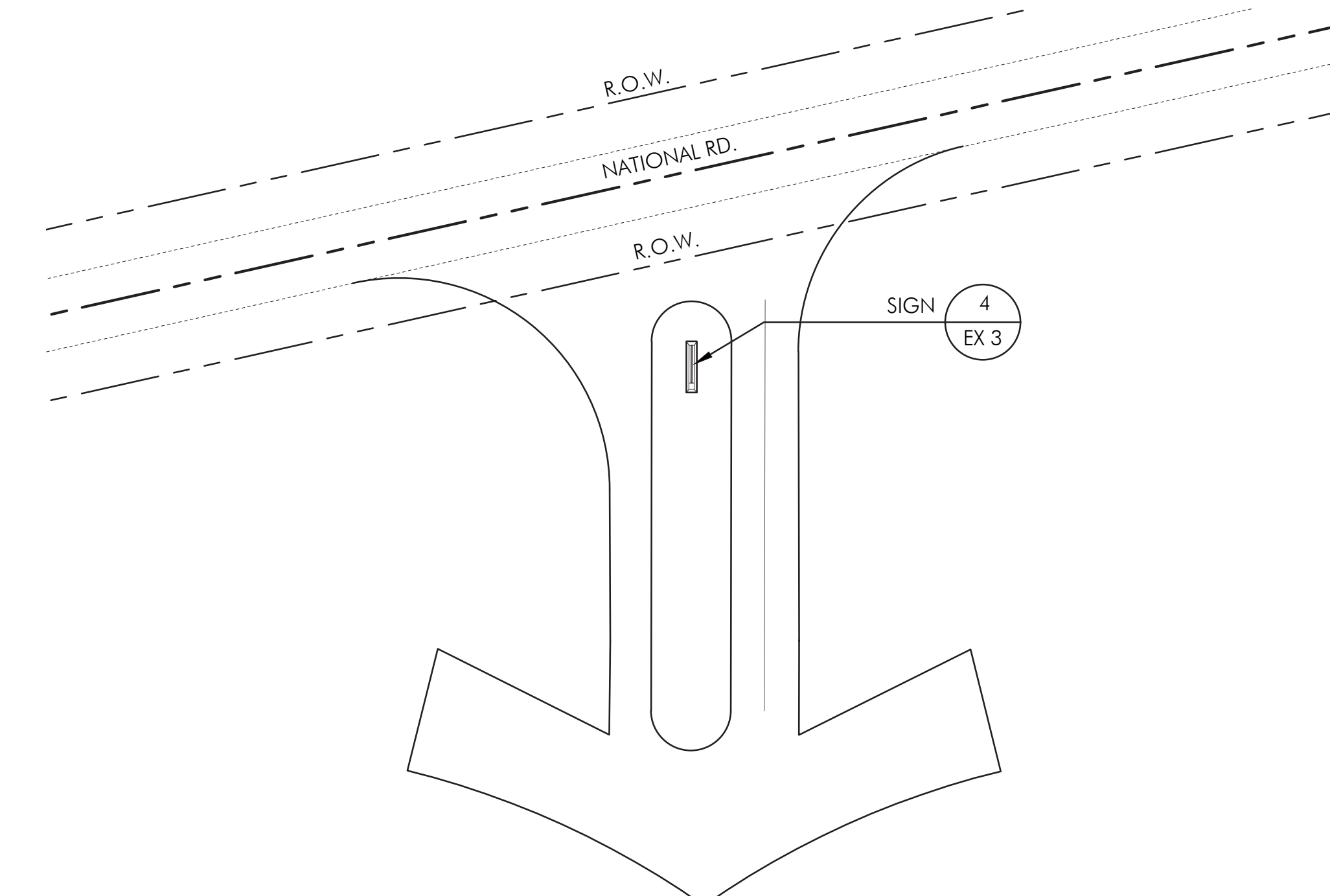
3 Primary / Secondary Community Identification Sign Options (Carriage Trail Primary & Internal)
N.T.S.



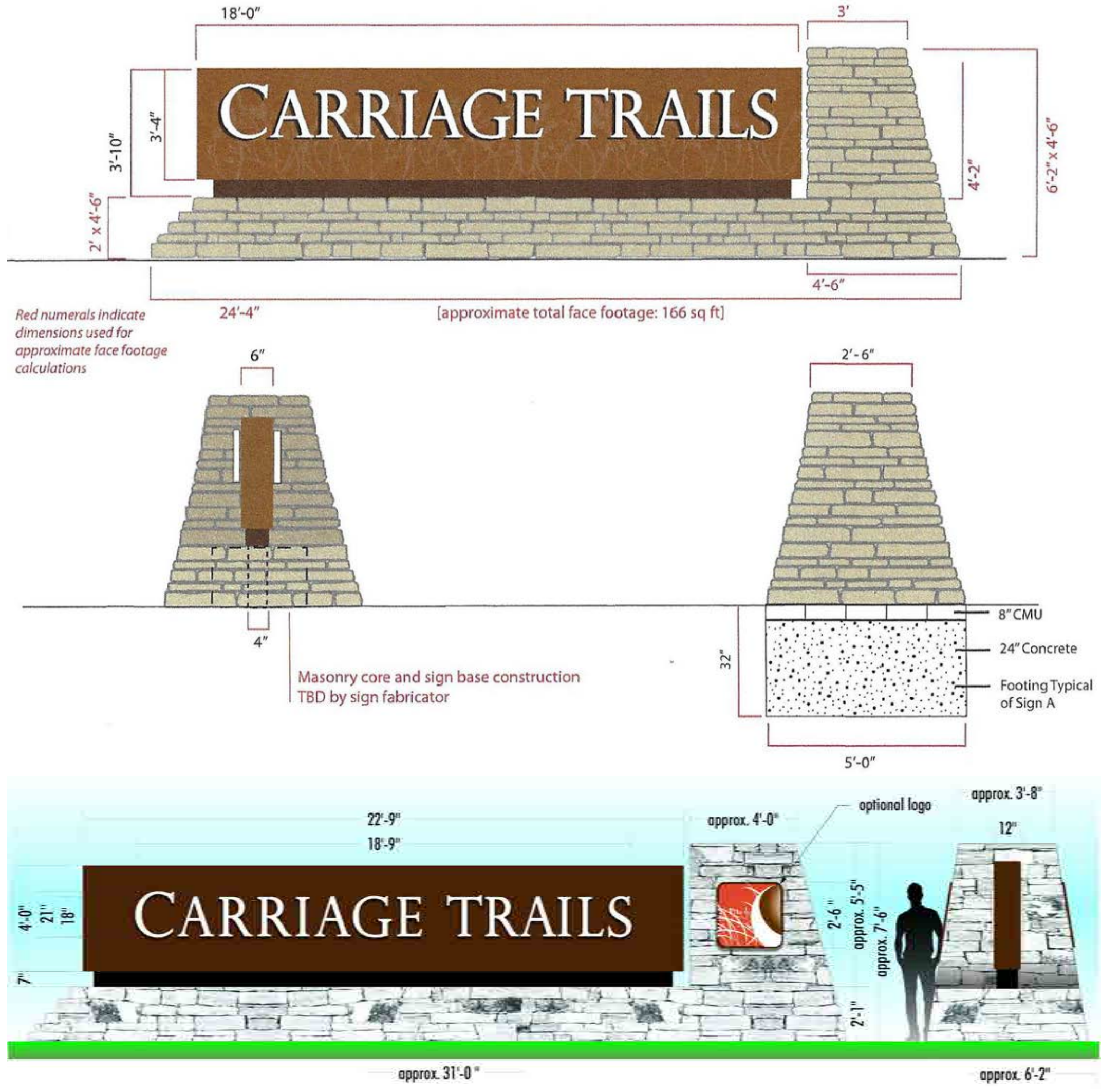
1 Carriage Trails Parkway Intersection Enlargement
SCALE: 1" = 200'-0"



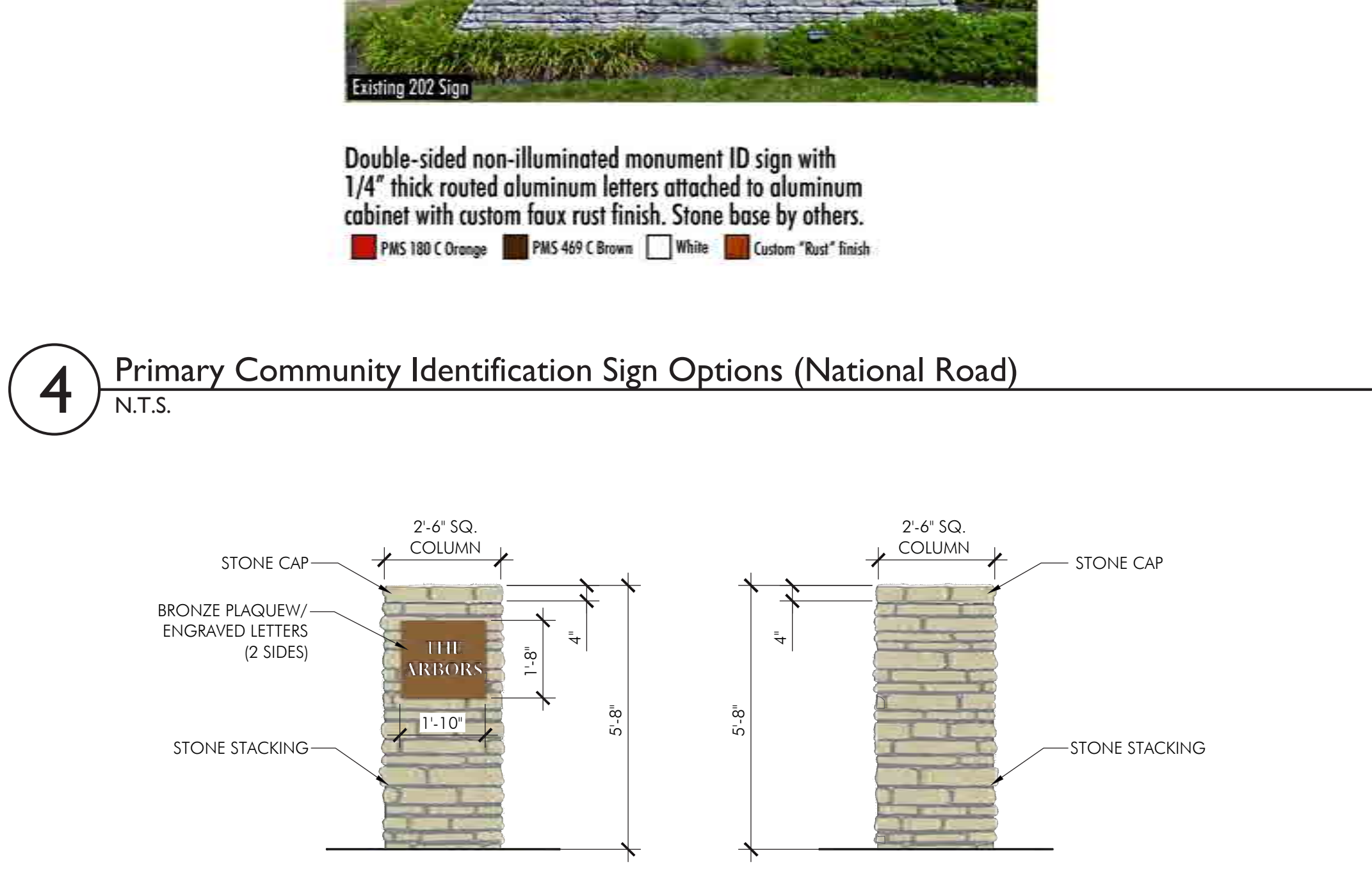
2 National Road Intersection Enlargement
SCALE: 1" = 200'-0"



2 National Road Intersection Enlargement
SCALE: 1" = 200'-0"



4 Primary Community Identification Sign Options (National Road)
N.T.S.



5 Internal Project Identification Sign
N.T.S.

ARCHITECTURAL CHARACTER IMAGERY



TOWNHOME



ATTACHED SINGLE FAMILY



ARCHITECTURAL CHARACTER IMAGERY



VILLAGE HOMES - CLUSTER



SMALL SINGLE FAMILY

ARCHITECTURAL CHARACTER IMAGERY



LARGE SINGLE FAMILY



MULTI-FAMILY / CONDO



ARCHITECTURAL CHARACTER IMAGERY



COMMERCIAL - SENIOR



COMMERCIAL - RETAIL



DEVELOPMENT APPLICATION
CITY OF HUBER HEIGHTS



PLANNING DEPARTMENT

6131 Taylorsville Road
Huber Heights, Ohio 45424

937.233.1423
937.233.1272 (Fax)

Application Number _____
Receipt Number _____

Date Filed _____
Amount Paid _____

TYPE OF ACTION REQUESTED

Check all that apply. Attach explanations & additional information as required.

- | | |
|---|--|
| ☐ Annexation & Zoning (Attach original annexation petition to this application.) | ☒ Planned Unit Development |
| ☐ Annexation Agreement | ☒ Basic Development Plan |
| ☐ Rezoning to _____ | ☐ Detailed Development Plan |
| ☐ Special Use | ☐ Major Change |
| ☐ Variance from the Zoning Ordinance | ☐ Minor Change |
| ☐ Lot Split | ☐ Other |
| ☐ Final Plat/Replat | |
| ☐ Preliminary Plat | |
| ☐ Text Amendment | |
| ☐ Zoning Ordinance | |
| ☐ Subdivision Regulations | |
| ☐ Other | |

APPLICANT INFORMATION

Identify the applicant & contact person on this page. Complete the attachment to list the owner(s) & other parties involved with the application.

<u>APPLICANT</u>		<u>CONTACT PERSON</u>	
Name	Carriage Trails Co. LLC	Name	William W. Keethler II
Address	5131 Post Road, Suite 101 Dublin, OH 43017	Address	5131 Post Road, Suite 101 Dublin, OH 43017
Phone	614.717.4441	Phone	614.717.4441
Fax	614.717.4440	Fax	614.717.4440
Email	bkeethler@carriage-trails.com	Email	bkeethler@carriage-trails.com

PROPERTY INFORMATION

Project Name: Carriage Trails II

Location of property: north of Carriage Trails I

Book _____ Page _____ Parcel Number(s) SEE ATTACHED

Current Zoning: A Proposed Zoning: PM

Property Owner's Name: SEE ATTACHED Telephone: SEE ATTACHED

Address: SEE ATTACHED

Total acres included in this application: 296.236 acres

Type of Development: Residential ☒ Commercial ☒ Office _____ Industrial _____ Other _____

Brief description of application request:

This application is for a Basic Development Plan required for an expansion of the existing Carriage Trails I for a planned mixed-use district.

Applicant's status: Owner _____ Lessee _____ Purchaser _____ Agent ☒

Name of Engineer: IBI/ARCADIS Telephone: 513.942.3141

Attach additional information as required. Please refer to the applicable application submittal checklist.

Applicant's Signature

[Signature]

Applicant's Signature: Carriage Trails Co. LLC*

By: William W. Keethler II, President

Printed Name: _____

The owner of the property, if other than the applicant, must sign this application as evidence of concurrence with the rezoning request. **GLJ Holding Company LLC**

[Signature]
OWNER

Cassandra L. Riehle, Authorized Signer

Subscribed and sworn to before me this 19th day of August, 2024.
*as to Applicant



Madison J. Gregory
Attorney At Law
Notary Public, State of Ohio
My commission has no expiration date
Sec. 147.03 R.C.

[Signature]
NOTARY PUBLIC

BY THE ABOVE SIGNATURE, THE APPLICANT HEREBY ATTESTS TO THE TRUTH AND EXACTNESS OF ALL INFORMATION SUPPLIED AND SUBMITTED ON AND WITH THIS APPLICANT. BY THE ABOVE SIGNATURE, THE APPLICANT FURTHERMORE CONSENTS TO BE BOUND BY THIS APPLICATION, BY ANY AGREEMENT MADE BY THE APPLICANT OR ITS AGENT, AND BY ALL DECISIONS MADE BY THE CITY OF HUBER HEIGHTS RELATING TO AND IN CONNECTION WITH APPLICATION AND REQUESTS.

=====

Date Received _____ Fee Paid _____ Received by _____

ADDITIONAL CONTACT INFORMATION (page 4)
Basic Development Plan Submittal for Carriage Trails II

Property Owners: GLJ Holding Company LLC - Phone: 614.717.4441
5131 Post Road, Suite 101, Dublin, OH 43017

Agent: Bill Keethler or Ken Conaway
5131 Post Road, Suite 101
Dublin, Ohio 43017
614.565.0487 (Bill-cell)
614.571.0614 (Ken-cell)
bkeethler@carriage-trails.com or kconaway@carriage-trails.com

Attorney: Vorys, Sater, Seymour and Pease
c/o Jill S. Tangeman, Esq.
52 East Gay Street
Columbus, Ohio 43215
614.464.5608
jstangeman@vorys.com

Developer: Carriage Trails Co. LLC
c/o Bill Keethler or Ken Conaway
5131 Post Road, Suite 101
Dublin, Ohio 43017
614.565.0487 (Bill-cell)
614.571.0614 (Ken-cell)
bkeethler@carriage-trails.com or kconaway@carriage-trails.com

**Land Planner/
Landscape
Architect:** Todd Foley
POD Design
100 Northwoods Blvd., Suite A
Columbus, Ohio 43235
614.360.3055
tfoley@poddesign.net

Engineer: Arcadis/IBI Group
c/o Jeffrey B. Koehn
23 Triangle Park Drive
Cincinnati, Ohio 45246
513.942.3141
Jeff.koehn@ibigroup.com

STATEMENT OF APPLICANT OBLIGATION FOR PAYMENT
OR CERTAIN PROFESSIONAL COSTS AND EXPENSES

The Applicant is obligated by Ordinance 87-O-231 to pay the City of Huber Heights ("City") for all costs and expenses incurred by the City if this application or request causes the City to incur extra expenses for professional analysis or other services by persons or organizations not part of the full-time City staff.

The payment of expenses and costs referred to in this statement shall be made to the City of Huber Heights in accordance with the then current administrative policy for such payment. An application or request may require funds to be deposited in advance with the City for such costs and expenses. The payment of such costs and expenses shall be in addition to any other application fee required by the City. The person whose signature appears below as Applicant states that she/he has full and complete authority to agree to, bind and obligate the Applicant to pay the costs and expenses referred to in this statement and to fully comply with the above statement.

By the signature below, the Applicant herein states she/he has fully and completely read the above statement, understands the above statement, and agrees to fully comply with the above statement.

Madison J. Gregory
Witness

Spinau Colyn
Witness

Carriage Trails Co. LLC
By: [Signature]
Applicant's Signature
William W. Keethler II, President
Date: August 19, 2024
Project: Carriage Trails II

The undersigned, owner(s) of the certain real property described in the attached Exhibit "A" (the "Property"), do hereby appoint and expressly grant full authority to William W. Keethler II or Kenneth M. Conaway to act as the sole agent of and on behalf of the undersigned in all matters related to and in connection with the attached Development Application. The undersigned hereby consents and agrees to be bound by the application, by any agreement made by the herein named agent with the City of Huber Heights in connection with this same case, and by all decisions made by the City in connection with this same case.

GLJ Holding Company LLC

[Signature]
Owner's Signature

Owner's Signature

Cassandra L. Riehle, Authorized Signer

Printed Name

Printed Name

Sworn to before me and subscribed in my presence by the said William W. Keethler II
for Carriage Trails Co. LLC on this 19th day of August, 2024.



Madison J. Gregory
Attorney At Law
Notary Public, State of Ohio
My commission has no expiration date
Sec. 147.03 R.C.

Madison J. Gregory
Notary Public



CARRIAGE TRAILS

Neighborhoods and Nature

City of Huber Heights, Ohio
Attachment
Basic Development Plan Submittal for Carriage Trails II

Applicant: Carriage Trails Co. LLC
c/o Bill Keethler or Ken Conaway
5131 Post Road, Suite 101
Dublin, Ohio 43017
614.565.0487 (Bill-cell)
614.571.0614 (Ken-cell)
bkeethler@carriage-trails.com or kconaway@carriage-trails.com

Property: ±296.236 acres north of Carriage Trails I in Bethel Township,
Miami County, Ohio and described in the attached **Exhibit A.1 -**
Annexation Property

±59.24 acres (A01-012200) – GLJ Holding Company LLC
±50 acres (A01-012220) – GLJ Holding Company LLC
±20 acres (A01-012310) – GLJ Holding Company LLC
±26.695 acres (A01-01500) – GLJ Holding Company LLC
±27.129 acres (A01-016400) – GLJ Holding Company LLC
±21.151 acres (A01-044400) – GLJ Holding Company LLC
±56.153 acres (A01-012210) – GLJ Holding Company LLC
±35.873 acres (A01-046600) – GLJ Holding Company LLC

Current Zoning: Agricultural District (A)

Proposed Zoning: Planned Mixed-Use District (PM)

Owner: GLJ Holding Company LLC – Phone: 614.717.4441

Engineer: Arcadis/IBI Group
c/o Jeffrey B. Koehn
23 Triangle Park Drive
Cincinnati, Ohio 45246
513.942.3141
Jeff.koehn@ibi-group.com

**Land Planner/
Landscape
Architect:**

Todd Foley
POD Design
100 Northwoods Blvd., Suite A
Columbus, Ohio 43235
614.360.3055
tfoley@poddesign.net

Attorney:

Vorys, Sater, Seymour and Pease
c/o Jill S. Tangeman, Esq.
52 East Gay Street
Columbus, Ohio 43215
614.464.5608
jstangeman@vorys.com

[Narrative Statement starts on next page]

Narrative Statement

This Rezoning and Basic Development Plan application, ("Application") is for **296.236** acres, north of Carriage Trails Parkway, south of SR40, west of SR201 and east of Senna Street.

The Applicant, **Carriage Trails Co. LLC** ("Carriage Trails II"), is requesting the property be rezoned from Agriculture to a Planned Mixed-Use District consistent with the provisions of Chapter 1179 of the Huber Heights, Ohio Planning and Zoning Code. A basic development plan ("Basic Development Plan") is included with this Application.

This Application proposes a comprehensive development similar to the existing Carriage Trails ("Carriage Trails I"), which will include a variety of different housing types to accommodate various levels of buyers and renters, as well as commercial area in proximity to SR40, with an option for other permitted uses as provided in Chapter 1179 throughout the project.

The maximum residential gross density permitted in the development shall not exceed seven (7) dwelling units per acre. Gross density includes land occupied by public rights-of-way and any recreational, civic, commercial, and other nonresidential uses. Multi-family units shall be defined as multi-unit residential structures with stacked flats that share common hallways. Attached single family shall be defined as two or more residential units sharing a common wall with individual grade level entrances for each unit. Townhomes and garden condos are included in the attached single-family category.

Detached single-family homes, on equal or greater sized lots, shall be required in all sections abutting existing platted Carriage Trails I homes. Multi-family and commercial shall not be permitted in any area abutting existing Carriage Trails I residential development. Accessory Dwelling Units (ADU's) shall be permitted on any single-family lot.

A minimum of 20% of the total Carriage Trails site area of 825 acres, or 165 acres, of land shall be reserved for open or green spaces, which may include both public and private areas within the subdivisions. Open space may be developed in phases with the submission of detailed development plans ("Detailed Development Plans") for various sections.

Roadway connectivity shall be guided by the Basic Development Plan (**Exhibit C**). Significant flexibility shall be permitted in the final design of roads, but all public roads shall be approved by the City Engineer with the Detailed Development Plans.

The development standards set forth below shall apply to all areas unless otherwise specifically stated.

Development Standards

1. Minimum lot dimensions for each lot type per the Basic Development Plan and Pattern Book shall be as follows. Larger lots than those listed are also permitted.

Lot Type	Minimum Width	Minimum Area	Maximum Building Coverage of Lot Area verify these prior to submitting
Townhomes	20'	2,000	60%
Attached Single-Family	30'	3,600	60%
Village Homes/Cluster Homes	40'	4,800	60%
Small Single-Family	50'	6,000	60%
Large Single-Family	60'	7,500	50%

2. Minimum lot dimensions for non-residential components shall be approved with the Detailed Development Plan. However, the maximum building coverage for non-residential buildings shall not exceed 50% of the lot area.

3. Setbacks throughout the development shall be as follows:

Unit Type	Front Yard	Minimum Side Yard	Minimum Rear Yard	Minimum Building Separation
Townhomes/Attached Single-Family	20' from ROW	0'	20'	10'
All Single-Family	25' from ROW	5'	25'	10'
Multi-Family/Condo	20' from ROW	n/a	25'	6'
Commercial	10' from ROW	Per Detailed Development Plan	Per Detailed Development Plan	50' from a residential structure

4. Basic architecture shall be based on the concepts provided on **Exhibits E.1-E.4** and follow minimum standards:

Minimum floor areas shall be:

- i. Townhome/Attached Single-Family lots
 1. One-story dwelling shall have a minimum floor area of 800 square feet.
 2. Two-story dwelling shall have a minimum floor area of 1,000 square feet.

3. Three-story dwelling shall have a minimum floor area of 1,200 square feet.
 - ii. Single family residential lots up to and including 50 feet to 60 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,100 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,200 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,300 square feet.
 - iii. Single family residential lots 60 feet to 70 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,200 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,300 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,400 square feet.
 - iv. Single family residential lots 70 feet plus in width,
 1. One-story dwellings shall have a minimum floor area of 1,400 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,500 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,600 square feet.
 - v. Multi-family units, the minimum floor area shall be 700 square feet.
5. No single-family residential unit or multi-family residential building may be constructed on the property having a height greater than thirty-five (35) feet measured from the finish grade of the property at the main entrance of the residence or building to the eave of the roof.
6. Any commercial building over twenty (20) feet in height shall be designed with multiple floors or the appearance of multiple floors.
7. The major roof slopes on all single-family residential structures of traditional design shall have a minimum pitch of 5/12. Softer pitches may be accepted as an accent roof, or on porches, garage transitions and shed dormers etc. For multi-family units, all one-, two- or three-story buildings shall be required to have: i) pitched roofs with gable or hip ends; ii) mansard style roofs; and iii) flat roofs with mansard style roof or detailed parapet appearance so as to screen any roof top equipment and avoid a general flat roof appearance.
8. Roof materials and colors should be compatible throughout the community. Earth tone colors are preferred. Roof fans, vents and

flashing are to be painted or finished to match the roof.

9. Exterior building materials shall be wood, brick, stone, stucco, fiber-cement products (such as Hardie Plank) or vinyl siding with a minimum gauge of 0.040".
 - i. Natural earth tone colors are preferred. Accent colors can only be used to carefully add a highlight or detail to the natural earth tone colors. Gutters and downspouts are to be finished to complement fascia color. Trim is to be stained or painted to complement the exterior walls and roof.
 - ii. All exterior building materials and colors are subject to review by the Architectural Review Committee of the Master Homeowners Association.
 - iii. A minimum of 50% of the single-family homes within the development shall have primary facades finished with masonry products that meet the Definition of Other Approved Masonry Type of Material Per Section 1181.20 as published by the City. The masonry product shall be used over a minimum of 25% of the surface area of the façade. Alternate materials may be used for detail and trim. The masonry coverage area shall be applied to the façade area remaining after removing the area occupied by windows and doors or roofing surfaces.
 - iv. A minimum of 30% of the primary façade(s) of a multi-family structure or attached single family structure shall be finished with masonry products.
 - v. A minimum of 50% of the primary façade(s) of all non-residential structures shall be finished with masonry products.
10. Asphalt or gravel driveways shall not be permitted.
11. All yards, front, side and rear, shall be landscaped. All vacant lots shall be seeded and maintained in such a manner as to prevent erosion of the property and excess drainage onto adjoining lands. Each residential lot shall have at least one shade tree on each street frontage.
12. All entryway signs shall be ground mounted and shall be approved by the Master Owners' Association Design Review Committee. All signs must adhere to the City of Huber Heights, Ohio signage code.

Procedural Conditions

13. All of the above standards shall be included in the covenants and restrictions for the master homeowner's association (Master

Homeowners' Association"), which will be submitted to Planning Commission in conjunction with or prior to the first Detailed Development Plan.

14. Prior to the submission of any Final Development Plans, a landscaping plan for the greenspace, including any buffering or transitions between uses, shall be submitted for approval by Planning Commission. The plan shall include a site plan showing existing and proposed topography, proposed plantings, and a schedule or proposed grass / plant types.
15. Prior to the submission of any Final Development Plans, a master sign plan for the development shall be submitted for approval by Planning Commission. The sign plan will include a plan showing the location and type of each sign, and spec sheets showing typically materials, type of each sign, and spec sheets showing typically materials, appearance, and lighting of each type of sign, Maximum size/area for each type shall be provided, and a list of permitted materials and colors shall be included.
16. All Final Development Plans for the various sections shall include landscape and buffering plans, and green spaces, if applicable, which will be submitted to Planning Commission for approval.
17. All Final Development Plans for the various sections shall include water plans which will be submitted for approval by the City Engineer based on the City's standard requirements.
18. All Final Development Plans for the various sections shall include sanitary sewer plans which must be approved by the City Engineer based on the City's standard requirements.
19. All Final Development Plans for the various sections shall include storm water management plans which must be approved by the City Engineer based on the City's standard requirements.
20. Specific elevations will be provided with the Detailed Development Plan submittals.

DESCRIPTION OF 296.236 ACRES
BETHEL TOWNSHIP, MIAMI COUNTY, OHIO

Situated in the State of Ohio, County of Miami, Township of Bethel, being parts of Sections 13, 14, 19 and 20, Township 2, Range 9, Miami Rivers Survey, being a portion of that property as described in a deed to Gary L. Lavy, Trustee, of record in Document No. 2019OR-07903 (Tract I only), being all of that 35.873 acre tract as described in a deed to Carol J. Marchelletta of record in Document No. 2020OR-12550 and all of those properties as described in a deeds to GLJ Holdings Company LLC, of record in Document No. 2019OR-07903 (21.151 acres), Document No. 2022OR-09379 (20.000 acres), Document No. 2023OR-09633 (50.000 acres), Document No. 2022OR-09378 (59.240 acres), Document No. 2022OR-09375 (26.697 acres) and Document No. 2023OR-09615 (27.129 acres), all references herein being to the records of the Recorder's Office, Miami County, Ohio, and being more particularly described as follows:

Beginning at the common corner to Sections 13, 14, 19 and 20, said point being occupied by a utility pole and also being the southwesterly corner of that 20.933 acre tract as described in a deed to Jeannine F. Friend, of record in Deed Book 650, Page 134;

Thence South 84°05'03" East, along the southerly line of said 20.933-acre tract, a distance of 809.57 feet to a 5/8" rebar found at a angle point in said southerly line at the northwesterly corner of said Stafford tract;

Thence South 84°03'21" East, continuing along said southerly line and the southerly line of that 15.417-acre tract as described in a deed to Jeannine F. Friend (LE) and Diana Jones (RM), of record in Deed Book 576, Pages, 109, 111 and 113, a distance of 782.70 feet to an iron pin found with a plastic cap inscribed "COZATT 6001" at the southeasterly corner of said 15.417 acre tract and the southwesterly corner of said 35.873-acre tract;

Thence North 05°14'09" East, along the easterly line of said 15.417-acre tract, passing an 5/8" rebar found in the southerly right of way line of U.S. Route 40 (80.00 feet in width), at a distance of 1,316.24 feet, a total distance of 1,357.25 feet to a mag nail set found in the centerline of U.S. Route 40;

Thence North 82°29'20" East, along the centerline of U.S. Route 40, a distance of 977.45 feet to a mag nail found at the northwesterly corner of Lot 145, as shown and delineated on the plat "Replat of Lots 46-49 Part of a Vacated Alley and Part of Section 14", of record in Plat Book 26, Page 51 and described in a deed to Karen S. Koenig, of record in Document No. 2020OR-12549;

Thence South 03°46'38" East, along the westerly perimeter of said Lot 145, passing an iron pin found with a plastic cap inscribed "COZATT 6001" on the southerly right of way line of U.S. Route 40 at a distance of 40.09 feet, a total distance of 291.57 feet to an 5/8" rebar found at an angle point in said Lot 145;

Thence South 22°02'17" East, continuing along the westerly perimeter of said Lot 145, a distance of 166.95 feet to an iron pin found at the southwesterly corner of said Lot 145 in the northerly right of way line of Walnut Street (66.00 feet in width);

Thence South 05°11'16" West, along the westerly terminus of said Walnut Street and along the westerly line of that 5.000-acre tract as described in a deed to Jeffery J. Morford and Francine M. Morford, of record in Deed Book 544, Page 324, the westerly line of that 8.0757 acre tract as described in a deed to Sandra J. Sexton, of record in Document No. 2013OR-14891, the westerly line of that 0.765 acre tract as described in a deed to Ronald J. Getter, of record in Document No. 2016OR-05311 and the westerly line of that 1.079 acre tract as described in a deed to Matthew Patak, of record in Document No. 2022OR-11459 and the westerly line of that 0.903 acre tract as described in a deed to Russell Snyder, of record in Deed Book 766, Page 893,

Page 2 - 296.236 acres

a distance of 1,149.88 feet to a 5/8" rebar found at the southwesterly corner of said 0.903-acre tract and the northwesterly corner of that 2.750-acre tract and the northeasterly corner of that 1.637 acre to both described in a deed to J. James Merz, Peggy J. Clendening and William J. Merz, Co-trustees, of record in Document No. 2018OR-08112;

Thence North 84°03'21" West, along the northerly line of said 1.637-acre tract, a distance of 262.92 feet to a 5/8" rebar found at the northwesterly corner of said 1.637-acre tract;

Thence South 05°01'23" West, along the westerly line of said 1.637-acre tract, a distance of 271.00 feet to an iron pin set at the southwesterly corner of said 1.637-acre tract;

Thence South 84°03'18" East, along the southerly of said 1.637-acre tract, a distance of 263.13 feet to a 5/8" rebar found at the southwesterly corner of said;

Thence South 84°30'13" East, along the southerly line of said 2.750 acre tract, a distance of 334.94 feet to a mag nail found in the centerline of Mann Road (60.00 feet in width) at the southeasterly corner of said 2.750 acre tract;

Thence South 44°29'47" West, along said centerline, a distance of 307.30 feet to a mag nail set at the northeasterly corner of that 1.388-acre tract as described in a deed to Kerri E. Bubeck and Ryan E. Bubeck, of record in Document No. 2023OR-05424;

Thence North 84°06'13" West, along the northerly line of said 1.388-acre tract, a distance of 441.73 feet to a 5/8" rebar found at the northwesterly corner of said 1.388-acre tract;

Thence South 05°53'47" West, along the westerly line of said 1.388 acre tract, a distance of 160.00 feet to a 5/8" rebar found at the southwesterly corner of said 1.388 acre tract in the northerly line of that 14.510 acre tract as described in a deed to Michael Seale and Eugenia Seale, of record in Document No. 2021OR-03790;

Thence North 84°06'13" West, along said northerly line, a distance of 1554.77 feet to a 1" pinch top pin found at the northwesterly corner of said 14.51-acre tract;

Thence South 05°00'47" West, along the westerly line of said 14.510-acre tract and the westerly line of that 2.811-acre tract as described in a deed to William L. Thayer and Bobbie J. Cantrell of record in Document No. 2016OR-14842, a distance of 671.16 feet to a 5/8" rebar found at the southwesterly corner of said 2.811-acre tract;

Thence South 84°12'59" East, along the southerly line of said 2.811 acre tract, the southerly line of that 3.675 acre tract as described in a deed to William L. Thayer and Bobbie J. Cantrell of record in Document No. 2016OR-14842 and the southerly line of that 1.100 acre tract as described in a deed to Isaac B. Coppock and Michele M. Coppock of record in Deed Book 711, Page 289, a distance of 867.83 feet to a mag nail found in the centerline of Heffner Road (60 foot right of way) at the northwesterly corner of that 10.140 acre tract as described in a deed to Kerry J. Pahal, of record in Document No. 2015OR-05509;

Thence South 04°52'03" West, along the westerly line of said 10.140-acre tract, a distance of 1,339.34 feet to a 5/8" rebar found at the southwesterly corner of said 10.140-acre tract and in the northerly line of that 13.3764-acre tract as described in a deed to Carriage Pointe LTD., of record in Document No. 2021OR-04394;

Page 3 – 296.236 acres

Thence North 84°20'09" West, along said northerly line, a distance of 1680.77 feet to a 1" pipe found at the northwesterly corner of said 13.3764-acre tract and the southeasterly corner of "Carriage Trails Section 7, Phase III", a subdivision of record in Plat Book 26, Pages 8-8A;

Thence North 05°13'29" East, along the easterly line of said Carriage Trails Section 7, Phase III and the easterly perimeter of Inlot 352 (remainder) as shown and delineated upon the plat "Carriage Trails" a subdivision of record in Plat Book 22, Page 25, a distance of 732.60 feet to an iron pin found with plastic cap inscribed "M-E Companies";

Thence North 84°54'54" West, along the northerly perimeter of said Inlot 352, a distance of 2678.46 feet to an iron pin found with plastic cap inscribed "M-E Companies" in the easterly line of "Carriage Trails Section 9, Phase III", a subdivision of record in Plat Book 26, Pages 20-20A;

Thence North 05°06'04" East, along the easterly line of said "Carriage Trails Section 9, Phase III", and the easterly line of "Carriage Trails Section 9, Phase IV", a subdivision of record in Plat Book 26, Pages 67-67B, a distance of 614.38 feet to an iron pin found with plastic cap inscribed "M-E Companies" at the northeasterly corner of said "Carriage Trails Section 9, Phase IV";

Thence North 84°34'07" West, along the northerly line of said "Carriage Trails Section 9, Phase IV", a distance of 456.76 feet to an 1" pipe found at the southeasterly corner of that 12.982 acre tract as described in a deed to Eldar Mamedov Document No. 2023OR-04310;

Thence North 04°58'53" East, along the easterly line of said 12.982-acre tract, a distance of 1,337.64 feet to an iron pin set at the northeasterly corner of said 12.982 acre tract and in the southerly line of that 1.857 acre tract as described in a deed to Eldar Mamedov Document No. 2023OR-04310;

Thence South 84°50'32" East, along the southerly line of said 1.857-acre tract and the southerly line of that 2.011-acre tract as described in a deed to Joyce A. Clifford, of record in Document No. 2015OR-13536, a distance of 333.63 feet to a 2" pipe found at the southeasterly corner of said 2.011-acre tract;

Thence North 04°55'31" East, along the easterly line of said 2.011-acre tract, passing a 5/8" rebar found in the southerly right of way line of U.S. Route 40 (80.00 feet in width) at a distance of 304.99 feet, a total distance of 345.96 feet to a mag nail set in the centerline of U.S. Route 40;

Thence North 82°26'45" East, along said centerline, a distance of 237.40 feet to a mag nail set at an angle point in said centerline;

Thence North 82°23'02" East, continuing along said centerline, a distance of 8.50 feet to a mag nail set at the northwesterly corner of that 16.764-acre tract as described in a deed to Chichak LLC & Asim Shakirjan, of record in Document No. 2022OR-09372;

Thence South 04°26'06" West, along the westerly line of said 16.764 acre tract, passing a 1" pipe found in the southerly right of way line of U.S. Route 40 at a distance of 40.89 feet, a total distance of 400.57 feet to a 1" pinch top pin found at the southwesterly corner of said 16.764 acre tract;

Page 4 -- 296.236 acres

Thence South 85°01'11" East, along the southerly line of said 16.764-acre tract and the southerly line of that 3.236-acre tract as described in a deed to Carl S. Watson and Heather R. Watson, of record in Document No. 2022OR-060885, a distance of 1523.43 feet to a 1" pinch top pin found at the southeasterly corner of said 3.236 acre tract;

Thence North 05°07'34" East, along the easterly line of said 3.236-acre tract, passing a 5/8" rebar in the southerly right of way line of U.S. Route 40 at a distance of 701.25 feet a total distance of 742.26 feet to a mag nail set in the centerline of U.S. Route 40;

Thence North 82°23'02" East, along said centerline, a distance of 1065.69 feet to a mag nail set at the northwesterly corner of that aforementioned 20.933-acre tract and in the common line to Sections 14 and 20;

Thence South 05°34'32" West, along said common line, the westerly line of said 20.933 acre tract and the westerly line of that 0.717 acre tract as described in a deed to Wilbur E. Friend and Jeannine F. Friend, of record in Deed Book 327, Page 183, a distance of 979.31 feet to the place of beginning and containing 296.236 acres of land of which, 35.867 acres lies in Section 14, 134.161 acres lies in Section 19, 22.526 acres lies in Section 20 and 103.682 acres lies in Section 13.

Bearings herein are based on the Ohio State Plane Coordinate System, North Zone, NAD 83.

Iron pins set consist of a 5/8-inch rebar, 30 inches long with an orange plastic cap stamped "IBI Group, S-6872/S-7740".

This description was prepared by IBI Group Survey, Columbus, Ohio, and is based on an actual field survey of the premises performed in May and November 2021 and September 2023.



By

David L. Chiesa

Date 09/26/23

Registered Surveyor No. 7740



Huber Heights Fire Division

Inspections require two business days advance notice! (OAC)1301:7-7-09(A)(5)

Occupancy Name:	Carriage Trails II		
Occupancy Address:	Carriage Trails Parkway and National Road		
Type of Permit:	HHP&D Site Plan		
Additional Permits:	Choose an item.		
Additional Permits:	Choose an item.		
MCBR BLD:	N/A	HH P&D:	
MCBR MEC:		HHFD Plan:	24-348
MCBR ELE:		HHFD Box:	
REVIEWER:	Susong	DATE:	9/4/2024

Fire Department Comments:

The Huber Heights City Code Part 15 Refers to Fire Code Requirements and has adopted by reference OFC and IFC Appendices

Plan submittal is for a proposed mixed-use development. Drawings do not indicate which areas will be used for the different occupancies. Overall concept is approved based on all new roadways and waterlines with fire hydrants complying with requirements from the Ohio Fire Code and Huber Heights Codified Ordinances. Additional requirements regarding fire department access and fire hydrants may be forthcoming during development.

Please reference contact information below for questions or concerns with this document.

Plans reviewed by the Huber Heights Fire Division are reviewed with the intent they comply in **ALL** respects to this code, as prescribed in **SECTION (D) 104.1 of the 2017 Ohio Fire Code**. Any omissions or errors on the plans or in this review do not relieve the applicant of complying with **ALL** applicable requirements of this code. These plans have been reviewed for compliance with the Ohio Fire Code adopted by this jurisdiction. There may be other regulations applicable under local, state, or federal statutes and codes, which this department has no authority to enforce and therefore have not been evaluated as part of this plan review.

Memorandum

Staff Report for Meeting of September 10, 2024

To: Huber Heights City Planning Commission
From: Aaron K. Sorrell, City Planner
Date: September 4, 2024
Subject: BDP 24-17 Basic Development Plan – Carriage Trails II

Application dated August 20, 2024

Department of Planning and Zoning

City of Huber Heights

APPLICANT/OWNER:	Carriage Trails Co. LLC – Applicant GLJ Holding Company LLC - Owner
DEVELOPMENT NAME:	Carriage Trails II
ADDRESS/LOCATION:	Generally situated between the Carriage Trails I development and US 40.
ZONING/ACREAGE:	Currently zoned A-2 (General Agriculture) in Bethel Township. Land recently annexed into Huber Heights. 296.236 Acres
EXISTING LAND USE:	Vacant / Agricultural
ZONING ADJACENT LAND:	North, East, West – A-2 (Bethel Township) South – PM (Planned Mixed-Use)
REQUEST:	The applicant requests approval of a rezoning to Planned Mixed-Use (PM) and basic development plan for 296.236 acres recently annexed into the City of Huber Heights.
ORIGINAL APPROVAL:	N/A
APPLICABLE HHCC:	Chapter 1171, 1179
CORRESPONDENCE:	In Favor – One email received (attached) In Opposition – None received

STAFF ANALYSIS AND RECOMMENDATION:**Overview:**

Since 2007, the applicant has facilitated the development of approximately 529 acres, yielding 1478 lots, not including land sold to other developers such as the lands along Red Buckeye Drive.

Recently, the applicant petitioned to annex approximately 296 acres into the City of Huber Heights. This annexation was approved by City Council on July 22, 2024. The final annexation plat was recorded with Miami County on August 13, 2024.

The applicant is seeking to zone the lands Planned Mixed Use District and seeks approval of a Basic Development Plan to establish broad development standards similar to the existing Carriage Trails development.

Proposed Development Regulations

The applicant is proposing development regulations and covenants that are very similar to the existing Carriage Trails Development.

The proposed development standards in Carriage Trails II are outlined below:

Permitted Dwelling Definitions: Multi-family units shall be defined as multi-unit residential structures with stacked flats that share common hallways. Attached single family shall be defined as two or more residential units sharing a common wall with individual grade level entrances for each unit. Townhomes and garden condos are included in the attached single-family category. Accessory Dwelling Units (ADU's) shall be permitted on any single-family lot.

Density: The maximum residential gross density permitted in the development shall not exceed seven (7) dwelling units per acre. Gross density includes land occupied by public rights-of-way and any recreational, civic, commercial, and other nonresidential uses.

Adjacent Uses to Carriage Trails I Homes: Detached single-family homes, on equal or greater sized lots, shall be required in all sections abutting existing platted Carriage Trails I homes. Multi-family and commercial shall not be permitted in any area abutting existing Carriage Trails I residential development.

Open Space: A minimum of 20% of the total Carriage Trails I & II site area of 825 acres, or 165 acres, of land shall be reserved for open or green spaces, which may include both public and private areas within the subdivisions. Open space may be developed in phases with the submission of detailed development plans for various sections.

Connectivity: Roadway connectivity shall be guided by the Basic Development Plan (**Exhibit C**). Significant flexibility shall be permitted in the final design of roads, but all public roads shall be approved by the City Engineer with the Detailed Development Plans.

The development standards set forth below shall apply to all areas unless otherwise specifically stated.

Development Standards

1. Minimum lot dimensions for each lot type per the Basic Development Plan and Pattern Book shall be as follows. Larger lots than those listed are also permitted.

<u>Lot Type</u>	<u>Minimum Width</u>	<u>Minimum Area</u>	<u>Maximum Building Coverage of Lot Area</u>
Townhomes	20'	2,000	60%
Attached Single-Family	30'	3,600	60%
Village Homes/Cluster Homes	40'	4,800	60%
Small Single-Family	50'	6,000	60%
Large Single-Family	60'	7,500	50%

2. Minimum lot dimensions for non-residential components shall be approved with the Detailed Development Plan. However, the maximum building coverage for non-residential buildings shall not exceed 50% of the lot area.
3. Setbacks throughout the development shall be as follows:

<u>Unit Type</u>	<u>Front Yard</u>	<u>Minimum Side Yard</u>	<u>Minimum Rear Yard</u>	<u>Minimum Building Separation</u>
Townhomes/Attached Single-Family	20' from ROW	0'	20'	10'
All Single-Family	25' from ROW	5'	25'	10'
Multi-Family/Condo	20' from ROW	n/a	25'	6'
Commercial	10' from ROW	Per Detailed Development Plan	Per Detailed Development Plan	50' from a residential structure

4. Basic architecture shall be based on the concepts provided on **Exhibits E.1-E.4** and follow minimum standards:

Minimum floor areas shall be:

- i. Townhome/Attached Single-Family lots
 1. One-story dwelling shall have a minimum floor area of 800 square feet.
 2. Two-story dwelling shall have a minimum floor area of 1,000 square feet.
 3. Three-story dwelling shall have a minimum floor area of 1,200 square feet.
 - ii. Single family residential lots up to and including 50 feet to 60 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,100 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,200 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,300 square feet.
 - iii. Single family residential lots 60 feet to 70 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,200 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,300 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,400 square feet.
 - iv. Single family residential lots 70 feet plus in width,
 1. One-story dwellings shall have a minimum floor area of 1,400 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,500 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,600 square feet.
 - v. Multi-family units, the minimum floor area shall be 700 square feet.
5. No single-family residential unit or multi-family residential building may be constructed on the property having a height greater than thirty-five (35) feet measured from the finish grade of the property at the main entrance of the residence or building to the eave of the roof.
 6. Any commercial building over twenty (20) feet in height shall be designed with multiple floors or the appearance of multiple floors.
 7. The major roof slopes on all single-family residential structures of traditional

design shall have a minimum pitch of 5/12. Softer pitches may be accepted as an accent roof, or on porches, garage transitions and shed dormers etc. For multi-family units, all one-, two- or three-story buildings shall be required to have: i) pitched roofs with gable or hip ends; ii) mansard style roofs; and iii) flat roofs with mansard style roof or detailed parapet appearance so as to screen any roof top equipment and avoid a general flat roof appearance.

8. Roof materials and colors should be compatible throughout the community. Earth tone colors are preferred. Roof fans, vents and flashing are to be painted or finished to match the roof.
9. Exterior building materials shall be wood, brick, stone, stucco, fiber-cement products (such as Hardie Plank) or vinyl siding with a minimum gauge of 0.040".
 - i. Natural earth tone colors are preferred. Accent colors can only be used to carefully add a highlight or detail to the natural earth tone colors. Gutters and downspouts are to be finished to complement fascia color. Trim is to be stained or painted to complement the exterior walls and roof.
 - ii. All exterior building materials and colors are subject to review by the Architectural Review Committee of the Master Homeowners Association.
 - iii. A minimum of 50% of the single-family homes within the development shall have primary facades finished with masonry products that meet the Definition of Other Approved Masonry Type of Material Per Section 1181.20 as published by the City. The masonry product shall be used over a minimum of 25% of the surface area of the façade. Alternate materials may be used for detail and trim. The masonry coverage area shall be applied to the façade area remaining after removing the area occupied by windows and doors or roofing surfaces.
 - iv. A minimum of 30% of the primary façade(s) of a multi-family structure of attached single family structure shall be finished with masonry products.
 - v. A minimum of 50% of the primary façade(s) of all non-residential structures shall be finished with masonry products.
10. Asphalt or gravel driveways shall not be permitted.
11. All yards, front, side and rear, shall be landscaped. All vacant lots shall be seeded and maintained in such a manner as to prevent erosion of the property and excess drainage onto adjoining lands. Each residential lot shall have at least one shade tree on each street frontage.
12. All entryway signs shall be ground mounted and shall be approved by the Master Owners' Association Design Review Committee. All signs must adhere to the City of Huber Heights signage code.

Detailed Development Plan Submission Criteria

In addition to the procedures outlined in Section 1171, the following shall be submitted with, or prior to, the Detailed Development Plan applications:

1. All of the above standards shall be included in the covenants and restrictions for the master homeowner's association (Master Homeowners' Association"), which will be submitted to Planning Commission in conjunction with or prior to the first Detailed Development Plan.
2. Prior to the submission of any Detailed Development Plans, a landscaping plan for the greenspace, including any buffering or transitions between uses, shall be submitted for approval by Planning Commission. The plan shall include a site plan showing existing and proposed topography, proposed plantings, and a schedule of proposed grass / plant types.
3. Prior to the submission of any Detailed Development Plans, a master sign plan for the development shall be submitted for approval by Planning Commission. The sign plan will include a plan showing the location and type of each sign, and spec sheets showing typically materials, type of each sign, and spec sheets showing typically materials, appearance, and lighting of each type of sign, Maximum size/area for each type shall be provided, and a list of permitted materials and colors shall be included.
4. All Detailed Development Plans for the various sections shall include landscape and buffering plans, and green spaces, if applicable, which will be submitted to Planning Commission for approval.
5. All Detailed Development Plans for the various sections shall include water plans which will be submitted for approval by the City Engineer based on the City's standard requirements.
6. All Detailed Development Plans for the various sections shall include sanitary sewer plans which must be approved by the City Engineer based on the City's standard requirements.
7. All Detailed Development Plans for the various sections shall include storm water management plans which must be approved by the City Engineer based on the City's standard requirements.
8. Specific elevations will be provided with the Detailed Development Plan submittals.

Applicable Zoning Regulation

The applicable zoning chapters include: 1171 General Provisions, 1179 Planned Mixed Use District. The relevant sections are cited and discussed below:

Chapter 1171 General Provisions**1171.01 Purpose.**

Planned Unit Developments Districts may be permitted as amendments to the zoning map, after application and approval of specific and detailed plans, where tracts suitable in location and character for the uses and structures proposed are to be planned and developed as units. The provisions of this chapter are adopted to unify planning and development in such districts. Applications for rezoning of land into a Planned Unit Development District shall be granted only when the basic development plan for the project is such that the public health, safety and morals shall not be jeopardized by a departure from the restrictions on corresponding uses in the standard zoning district. PUD rezonings may be approved only when a basic development plan for the area has been approved by Council. A detailed development plan shall then be approved for zoning permit to be approved for development in the District. Normally the detailed development plan shall be approved by the Planning Commission after the rezoning and basic development plan have been approved by Council. Owners shall have the option however, of submitting a combined basic and detailed development plan ("combined development plan") if they should so desire for some or all of the site.

(Ord. 93-O-602, Passed 3-22-93)

1171.05 Contents of basic development plan.

- (a) *The basic development plan shall consist of at least the following information together with such other data and materials as may be required by the city:*
- (1) Site plan showing the actual shape and dimensions of the lot to be built upon or to be changed in its use together with the location of the existing and proposed structures with approximate square footages, number of stories including heights of structures;*
 - (2) Typical elevation views of the front and side of each type of building;*
 - (3) Planning location and dimensions of all proposed drives, service access road, sidewalks and curb openings;*
 - (4) Parking lot areas (show dimensions of a typical parking space), unloading areas, fire lanes and handicapped parking;*
 - (5) Landscaping plan, walls and fences;*
 - (6) Storm water detention and surface drainage;*
 - (7) Exterior lighting plan;*
 - (8) Vehicular circulation pattern;*
 - (9) Location and square footage of signs;*
 - (10) Topographic survey; and*
 - (11) Listing of proposed uses taken from the list of permitted and special uses of the PUD zoning district to which rezoning is being sought.*

- (b) *The Planning Commission shall schedule both the proposed rezoning and the issue of approval of the basic development plan for a combined public hearing, following which it shall make its recommendation indicating approval, approval with modification or disapproval.*

(Ord. 2006-O-1655, Passed 9-25-05)

1171.06 General standards for approval.

The Planning Commission shall review the application, prepared development plan and the facts presented at the hearing. The applicant shall have the burden of proof. No approval shall be given unless the Commission shall find by a preponderance of the evidence that such PUD on the proposed locations:

- (a) Is consistent with official thoroughfare plan, comprehensive development plan and other applicable plans and policies;
- (b) Could be substantially completed within the period of time specified in the schedule of development submitted by the developer;
- (c) Is accessible from public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development. Further, the streets and driveways on the site of the proposed development shall be adequate to serve the residents or occupants of the proposed development;
- (d) Shall not impose an undue burden on public services such as utilities, fire and police protection, and schools;
- (e) Contains such proposed covenants, easements and other provisions relating to the proposed development standards as may reasonably be required for the public health, safety and welfare;
- (f) Shall be landscaped or otherwise improved and the location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities shall be compatible with the existing intended uses, and any part of a PUD not used for structures, parking and loading areas, or accessways;
- (g) Shall preserve natural features such as water courses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;
- (h) Is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;
- (i) Shall place underground all electric and telephone facilities, streetlight wiring and other wiring conduits and similar facilities in any development which is primarily designed for or occupied by dwellings, unless waived by the Commission because of technical reasons;
- (j) Shall not create excessive additional requirements at public cost of public facilities and services and shall not be detrimental to the economic welfare of the community;
- (k) Shall not involve uses, activities, processes, materials, equipment and conditions of operation that shall be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors; and
- (l) Rezoning of the land to the PUD District and approval of the development plan shall not adversely affect the public peace, health, morals, safety or welfare.

(Ord. 93-O-602, Passed 3-22-93)

1171.091 Planning commission/council review.

It is the purpose of the Planning Development regulations to encourage property owners to develop their land in efficient and effective ways. It is the intent of these regulations to encourage land uses which may not always meet traditional zoning rules. Inherent in these Planned Development regulations is an opportunity for property owners to develop their sites without requiring strict compliance with all zoning regulations where the overall plan is deemed to be in the best interest of the city. During review of a Basic or Detailed Development Plan by the Planning Commission or City Council, all requirements within Part 11, Title 7 of the Code are to be used as guidelines and may be varied as part of the Basic or Detailed Development Plan if it is determined that such deviation will not materially adversely affect neighboring properties or the community as a whole, any such variation of these requirements does not change the overall plan and character of the proposed development, and the variance does not have the effect of nullifying the intent and purpose of these regulations or the Zoning Ordinance. In granting variances or modifications, the Commission or Council may require such conditions as shall, in its judgement, secure substantially the objective of the standards or requirements so varied or modified.

(Case 427; Ord. 2002-O-1367, Passed 9-9-02)

Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

Except when specifically modified herein, the provisions of the Planning and Zoning Code shall govern. The following development standards apply to a PM development:

- (a) *Minimum Land Area Requirement.* A minimum of 20 acres shall be required.

This application covers approximately 296 acres.

- (b) *Covenants.* The developer of a PM development shall be required to submit a set of covenants or deed restrictions with the Basic Development Plan application that will outline, at a minimum, development standards and guidelines established in this chapter and any other requirements the developer and/or Planning Commission deems necessary. The Planning Commission may require additional or amended covenants as it deems necessary to ensure compliance with the Planning and Zoning Code and the Planned Mixed Use District.

The applicant has indicated they plan to amend the existing Carriage Trails I covenants and incorporate the recently annexed 296 acres.

- (c) *Required Mix of Land Uses.* A developer shall be required to provide a mix of land uses in a PM Development. At a minimum, at least two of the following uses are required in a PM Development: residential, commercial, office, institutional, and/or industrial.

This rezoning and basic development plan is an extension of the original PM zoning. In addition to the residential uses, approximately 16 – 18 acres of land will be set aside for a new school and public park. Future commercial uses may be contemplated near US 40 if market conditions are favorable to such development.

(d) *Site Planning.*

- (1) The combination of different uses whether as part of one building or as part of the overall development shall be designed and developed so as not to create a nuisance by excessive noise, light, vibration, odor or any other annoyances for any uses within the development or neighboring properties.

In the near future, only residential and institutional (public school) uses are being considered. Those uses are compatible with the overwhelmingly residential nature of the area and the Carriage Trails I development.

- (2) A PM development is to be designed so that buildings and structures are clustered and open space areas are preserved and maintained. Special care shall be given to protect preexisting natural features including, but not limited to, woodlands, ravines, streams, lakes, ponds, and/or flood plains. Impervious surface coverage, including, but not limited to, buildings, parking area, and accessways, shall not exceed 75 percent of the total development area. Therefore, 25 percent of the development area shall be reserved for green space.

The development standards propose a minimum set aside of 20% toward green space and open space, which is similar to the Carriage Trails I development standards. Stormwater management requirements will likely result in higher percentage of open space, or pervious surface.

- (3) The number of ingress and egress points onto the public streets shall be limited in order to reduce the number of traffic conflict points. Adequate and properly arranged facilities for internal pedestrian and traffic circulations shall be provided. The street and thoroughfare network shall be designed to minimize truck traffic through residential areas of the development.

The Basic Development Plan outlines broad circulation patterns and connections to the existing Carriage Trails I development. Exhibit C illustrates one main connection to US 40, but that there will likely be a second eastern connection as the land is further planned and developed.

The initial phases on the south end of the development illustrate appropriate connections to the existing Carriage Trails I street and sidewalk network.

- (4) Parking systems shall be designed so as to discourage single large unbroken paved lots for off-street parking and shall encourage smaller defined parking areas within the total parking system. Underground parking facilities are encouraged.

Parking will be provided as required in the zoning code.

- (5) The development shall be designed to tie all the uses into one overall community and encourage walking, biking, running, and alternative modes of transportation. Developers are encouraged to incorporate bus stops, bikeways, walkways, and crosswalks into an overall thematic scheme for pedestrian traffic. Sidewalks shall be required except, in the case of a golf course or specific open space development, the Planning Commission may determine them to be unnecessary.

Sidewalks will be incorporated throughout the development.

- (6) Any signs as proposed within this district shall comply with Chapter 1189 "Signs". Additionally, a developer of a PM development shall develop and submit with the Detailed Development Plan application, a comprehensive set of graphic design criteria for signage in the development. This set of graphic design criteria for signage shall be approved by the Planning Commission and shall apply to all signage requests within the

development. The criteria shall include, at a minimum, the sizes permitted (if different from Chapter 1189), colors permitted, materials permitted, typefaces permitted, type size permitted, and permitted illumination. Compliance with the on-site comprehensive graphics shall be verified by the Zoning Administrator during the sign permit review process.

The applicant proposes entry features and wayfinding signage similar to Carriage Trails I and is illustrated in Exhibit D.

- (7) Minimum lot area, frontage and setback requirements may be varied to allow greater flexibility in design. However, the following shall be used as a guideline for development:

A. With multiple buildings on a single property, entirely residential buildings shall be at least 15 feet from another entirely residential building and at least 50 feet from nonresidential or mixed-use buildings.

The proposed development standards are similar to the Carriage Trails I development. The only exception is, at the request of the City Planner, the development standards permit Accessory Dwelling Units (ADU's) on single-family lots.

- (8) No maximum height restriction shall apply, except that the proposed development meets all Federal Aviation Administration (FAA), Dayton International Airport or Wright Patterson Air Force Base height or abatement requirements.

The development standards limit the heights of residential buildings to 35-feet, measured to the roof eave.

- (9) Common parking areas and accessways shall be lighted adequately with light fixtures that shall be designed to reflect light away from adjoining properties. Special attention will be given to protect entirely residential structures from light emitted from nonresidential land uses.

A lighting plan will be submitted with the detailed development plan.

- (10) Nonresidential uses shall have trash containers and/or receptacles (including recycling containers) placed to the rear of all structures and shall be screened or enclosed on four sides with opening doors for the purpose of trash removal. The placement of trash containers and/or receptacles in multi-family residential developments shall be as inconspicuous as possible. The use of a wooden or vinyl fence structure, earth mound, or wall with an opaqueness of 100 percent and a height of 12 inches above the top of the largest container is required.

The applicant shall comply with this requirement.

- (11) The architecture of nonresidential structures is encouraged to be unique yet similar in certain sections of the PM.

Conceptual architectural details of non-residential structures are illustrated in Exhibit E.4 and generally consistent with the non-residential exterior standards in the zoning code.

- (12) The distribution systems for utilities are required to be underground.

All utilities will be below ground.

- (13) The use of privately owned open space and public dedicated park land is encouraged as part of a PM development. Privately owned open space shall be maintained by the developer or by a duly authorized owner's association.

The proposed public park will likely be owned by the City. All other open space will be likely be owned and maintained by the developer or HOA.

- (14) The use of chain link fencing is prohibited. Additionally, on an entirely residential property, no fencing shall be permitted in the front yard and, in the case of a corner lot, no fencing shall be permitted in the side yard with frontage to a public right-of-way. The covenants submitted by the developer shall establish the height requirements for fencing in the development. Fencing in a development shall be uniform in height in related use areas. On an entirely residential property, fence height shall not exceed six feet.

No fencing is currently illustrated on the plans.

- (15) With the submission of a Basic Development Plan application, the applicant is required to submit a phasing plan that details when certain sections of the development will commence construction and when the sections will be complete.

Exhibit C illustrates the initial phases of the development that tie into the Carriage Trails I development. The developer shall bring in future phases in sections, similar to the development of Carriage Trails I.

1179.07 Landscaping.

To protect and promote a harmonious development that ensures a functional and logical arrangement of mixed uses, the effective and efficient use of landscaping and buffering is required. Therefore, a PM development shall include the following landscaping and buffering:

- (a) *Development Landscaping.* Within the PM development that is proposed, entirely residential buildings shall be screened from nonresidential and mixed use buildings with a 20-foot-wide buffer strip that includes a six foot high earth mound, wooden or vinyl fence, wall, landscaping and/or mixture thereof that shall maintain an opaqueness of at least 80 percent year around. Parking areas, accessways, or any impervious surfaces are prohibited within this buffer strip. If planted materials are used, the screen must achieve the required height, width, and opaqueness within two years of planting. The use of pre-existing trees, natural features or amenities as part of this buffer is encouraged. The Planning Commission may approve some other arrangement of buffering if it determines that such an arrangement meets the intent of this requirement.

A landscaping plan has not been submitted at this time. Staff requested the developer to require at least one shade tree per lot as a condition of the landscaping package each homebuyer must install.

- (b) *Perimeter Landscaping.* In a section of a PM development that contains nonresidential, mixed use, or multi-family buildings that abut a neighboring property with a single-family residential zoning designation or in a PM development section that contains an entirely residential section that abuts a neighboring property with a commercial, office, or multi-family zoning designation, the perimeter of the section of the PM development shall be screened with a 25 foot wide buffer strip that includes a six foot high earth mound, wooden or vinyl fence, wall, landscaping and/or mixture thereof that shall maintain an opaqueness of at least 80 percent year-round. Parking areas, accessways or an impervious surfaces are prohibited within this buffer strip. If planted materials are used, the screen must achieve the required height, width, and opaqueness within two years of planting. The use of pre-existing trees, natural features or amenities as part of this buffer is encouraged. The Planning Commission may approve some other arrangement of buffering if it determines that such an arrangement meets the intent of this requirement.

Perimeter landscaping requirements will be reviewed at the detailed development phase.

- (c) *Parking Lot Landscaping.* All parking lots are required to have interior landscaped areas as outlined in Chapter 1185, "Parking and Loading".

All parking areas will be reviewed at the detailed development phase.

- (d) *Street Tree Requirement.* All frontage property within a PM development that abuts public rights-of-way and is developed with nonresidential, mixed use, and/or multi-family buildings is required to have one street tree per 40 feet of frontage planted just outside of the street right-of-way. Unless determined to be inappropriate by the City Engineer, street trees shall be planted at least four feet from the edge of the sidewalk on private property. All frontage property within a PM development along a major collector or better as defined by the Huber Heights Thoroughfare Plan, no matter what use, shall meet this requirement. The type of tree and size shall be proposed by the developer at the Detailed Development Plan application stage and approved by the Planning Commission. A list of appropriate trees with required caliper is available in the City Engineer's Office.

In addition to this requirement, staff requested the developer to require at least one shade tree per lot as a condition of the landscaping package each homebuyer must install.

1179.08 Parking and loading.

The provisions of Chapter 1185, "Parking and Loading" shall apply, except that the off-street loading spaces and docks shall be provided with area, location and design appropriate to the needs of the development and specific uses within it, and the space designated for off-street loading shall not be used for off-street parking. Within the PM development, off-street loading areas shall be physically isolated and/or enclosed from residences in or adjacent to the PM Development. In all cases, off-street loading spaces and docks are prohibited in the front and side yards of any property.

Parking and loading will be reviewed at the detailed development phase.

Staff Analysis of Standards for approval

The Planning Commission shall review the application, prepared development plan and the facts presented at the hearing. The applicant shall have the burden of proof. No approval shall be given unless the Commission shall find by a preponderance of the evidence that such PUD on the proposed locations:

- (a) *Is consistent with official thoroughfare plan, comprehensive development plan and other applicable plans and policies;*

The annexation of this land into the City was recently approved by the Huber Heights City Council, and there was extensive discussion about the residential nature of the future development. Additionally, this area was included in the adopted Comprehensive Plan as part of the Northtown pattern area.

- (b) *Could be substantially completed within the period of time specified in the schedule of development submitted by the developer;*

During discussions with the developer, we anticipate a 10 to 15-year build out of Carriage Trails II, depending on market conditions. The first phases that connect to Carriage Trails I should begin within the next 12 months.

- (c) *Is accessible from public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development. Further, the streets and driveways on the site of the proposed development shall be adequate to serve the residents or occupants of the proposed development;*

New roads will be constructed for this development, linking to the existing transportation network.

- (d) *Shall not impose an undue burden on public services such as utilities, fire and police protection, and schools;*

The site is served by adequate utilities.

- (e) *Contains such proposed covenants, easements and other provisions relating to the proposed development standards as may reasonably be required for the public health, safety and welfare;*

The applicant plans to amend the existing Carriage Trails I covenants to include the new sections as they come on line.

- (f) *Shall be landscaped or otherwise improved and the location and arrangement of structures, parking areas, walks, lighting and appurtenant facilities shall be compatible with the existing intended uses, and any part of a PUD not used for structures, parking and loading areas, or accessways;*

These details will be addressed during the review of detailed development plans.

- (g) *Shall preserve natural features such as water courses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;*

The majority of the land is cropland with few tree lines. Perimeter tree lines will be preserved.

- (h) *Is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;*

The site plan uses the natural grade and existing contours to limit grading beyond the required stormwater detention area.

- (i) *Shall place underground all electric and telephone facilities, street light wiring and other wiring conduits and similar facilities in any development which is primarily designed for or occupied by dwellings, unless waived by the Commission because of technical reasons;*

All utilities will be placed below ground.

- (j) *Shall not create excessive additional requirements at public cost of public facilities and services and shall not be detrimental to the economic welfare of the community;*

There was extensive discussion about the impact of this development on Bethel Schools. As a result, 16-18 acres is being set aside for a new school building to accommodate the anticipated students from this development.

- (k) *Shall not involve uses, activities, processes, materials, equipment and conditions of operation that shall be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors; and*

At this time, residential and educational uses are contemplated for this site.

- (l) *Rezoning of the land to the PUD District and approval of the development plan shall not adversely affect the public peace, health, morals, safety or welfare.*

Staff does not feel the rezoning of this land will adversely affect the public peace, health, morals, safety or welfare.

STAFF RECOMMENDATION

It is the staff's opinion the proposal meets the standards outlined in Section 1171.06. Staff recommends approval of the Basic Development Plan submitted on August 20, 2024, to rezone the property to Planned Mixed Use (PM) and approve the Basic Development Plan incorporating the supplemental development standards proposed by the applicant.

Planning Commission Action

The Planning Commission may take the following actions with a motion:

- 1) Approve the Basic Development Plan with or without conditions;
- 2) Deny the Basic Development Plan (the Commission should state the specific reasons for denial); or
- 3) Table the application.



Planning Commission Decision Record

WHEREAS, on August 20, 2024, the applicant, Carriage Trails CO, LLC, requested approval of a Rezoning to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres recently annexed into the City of Huber Heights. Property is located between Carriage Trails I and US 40, further identified as Parcel Numbers A01-046600, A01-012310, A01-044400, A01-016400, A01-01500, A01-012210, A01-012220, AND A01-012200 of the Miami County Auditor's Map (BDP 24-17), and;

WHEREAS, on September 10, 2024, the Planning Commission did meet and fully discuss the details of the request.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby recommended approval of the request.

Ms. Thomas moved to approve the request by the applicant, Carriage Trails Co, LLC, for approval of a Rezoning to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres. Property is located between Carriage Trails I and US 40 (Case BDP 24-17), in accordance with the recommendation of Staff's Memorandum dated September 4, 2024, and the Planning Commission Decision Record as amended with the following conditions:

1. Accessory Dwelling Units shall be permitted according to City zoning standards.

Seconded by Mr. Jeffries. Roll call showed: YEAS: Ms. Cassity, Mr. Jeffries, Ms. Thomas, and Mr. Walton. NAYS: None. Motion to recommend approval carried 4-0.

Terry Walton, Chair
Planning Commission

Date

Hoskins, Geralyn

From: Sorrell, Aaron
Sent: Monday, September 9, 2024 9:57 AM
To: Hoskins, Geralyn
Subject: FW: Carriage Trails MHOA

Please include this with the other email opposing the CT2 rezoning.
Aaron

From: Cynthia Kohrs <ncnkohrs@yahoo.com>
Sent: Friday, September 6, 2024 8:28 PM
To: Sorrell, Aaron <ASorrell@hhoh.org>
Subject: RE: Carriage Trails MHOA

CAUTION EXTERNAL EMAIL: This message originated from a non Huber Heights email server. DO NOT CLICK ANY LINKS or OPEN ANY ATTACHMENTS unless you have contacted the sender to verify its legitimacy or confirmed you were expecting it. Contact the IT Department if you need assistance.

Hey Aaron,

You are correct that it's stated that they will turn over the MOA basically when the developer doesn't own any more lots or land. The last lot inside CT1 was sold in April of this year though. Everything else is dedicated green space. Furthermore, this turnover should have happened in April or May of this year. I'm not sure why the city is entertaining the approval to extend/add to the MOA and amend our CCRs. To me, they would need to recind the application they submitted to the planning commission and you'd need the advice of the city law director on what city staff should approve and such. If the city knows the developer is in violation of their own rules yet allows them to extend the MOA wouldn't that in return make the city liable as well? Especially since the city can receive money from the MOA. I'd highly suggest you run this past the law director prior to the planning commission meeting and/or make sure the cities and the developers ducks are in a row before the meeting would become a public record. CT1 MOA should have already have been turned over and the need for an MOA in CT2 should be warranted. I plan to speak on this at the planning commission meeting.

Cindy

Yahoo Mail: Search. Organize. Conquer

On Fri, Aug 30, 2024 at 12:29 PM, Sorrell, Aaron
<ASorrell@hhoh.org> wrote:

Hi Cindy,

I'm following up on this email you sent in July. The developer submitted their basic development plan application, so I have answers to your questions. Their plan is to include CT2 into the CT1 MOA.

Regarding the turnover date, the CT1 MOA's state the turnover date "shall be no later than the time the Development has been fully developed, all improvements completed, and all Owner Property been sold and conveyed..." There is a clause that states the developer, at their discretion, can turnover the right to appoint board members at an earlier time. I did not see a percentage trigger (75%, 80%, etc.), beyond what I quoted above.

Please let me know if you have other questions.

Aaron

From: Cynthia Kohrs <ncnkohrs@yahoo.com>
Sent: Tuesday, July 23, 2024 2:13 PM
To: Sorrell, Aaron <ASorrell@hhoh.org>
Subject: Carriage Trails MHOA

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Hi Aaron,

I was wondering if you knew if CT2 is going to be part of the CT1 MHOA or what the developers intentions are with turning the MHOA over to the residents of CT1? The developer along with Associa has not held a meeting for residents since 2019 and I cannot get any answers. CT1 MHOA was supposed to be turned over when development was 75% complete so many of us are unsure with the future of our association.

If you could get any information or answers about that It would be very appreciated!

Respectfully,

Cindy Schwartz

Yahoo Mail: Search, Organize, Conquer

Hoskins, GERALYN

From: Michael Seale <mseale61@yahoo.com>
Sent: Sunday, September 8, 2024 9:19 PM
To: Hoskins, GERALYN
Subject: Rezoning of recently annexed land for Carriage Trails 2 Development

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Huber Heights Planning Commission

David Cassity

James Jefferies

Cheryl Thomas

Jan Vargo

Terry Walton

I am writing to strongly object to the rezoning of the recently annexed Bethel Township land To the City of Huber Heights. I live at 9110 Mann Road and own 14.51 acres that border the annexed Parcels. If you approve the rezoning of this land to allow the proposed development it will create a major nuisance, destroy my small farm, have a negative environmental impact to the surrounding land and community, create major traffic problems, along with school overcrowding. Stress Police, Ems and Fire Services in Huber Heights and Bethel Township and basically ruin the southern part of Bethel Township

I'm asking you to please carefully consider all the negative impacts this development will have on both Huber Heights and Bethel Township and reject the rezoning request for the development as proposed for high density housing and multifamily units.

I would not be opposed to a rezoning of the land for a less dense development such as nice homes on ¼ to 1/2 acre lots. I would think a development of this nature would be desirable to the City of Huber Heights and its residents rather than a high density development with homes and multifamily units jammed in on tiny lots.

Sincerely,
Michael W. Seale

Owner Members of the Carriage Trails Development
9373 Lakeside Street
Tipp City, OH 45371

Sep 7, 2024

VIA CERTIFIED MAIL
GJL Holding Company, LLC
5131 Post Road, Suite 101
Dublin, OH 43071

Carriage Trails Co. LLC
5131 Post Road, Suite 101
Dublin, OH 43071

Jill S. Hangman, Esq.
52 East Gay Street
Columbus, OH 43215

City of Huber Heights Planning Department
6131 Taylorsville Road
Huber Heights, OH 45424

RE: Violation of Section 3.3 of the Master Declaration of Covenants, Easements, Restrictions, Assessments, and Assessment Liens for Carriage Trails Development – Transfer of Control of Master Owners Association

To Whom It May Concern:

On behalf of the Owner Members of the Carriage Trails Development, I am writing to notify you of a serious breach of the Master Declaration of Covenants, Easements, Restrictions, Assessments, and Assessment Liens for Carriage Trails Development (the "Declaration"). Specifically, this breach pertains to Section 3.3(a), which governs the transfer of control of the Master Owners Association (the "MOA").

As outlined in Section 3.3 of the Declaration, the Developer (Master Member) shall retain control of the MOA only for so long as it owns at least one (1) Lot, Unit, or Parcel in the Development. Upon the Developer's divestiture of all Lots, Units, and Parcels, control of the MOA must transfer to the Sub-area Association Members and Owner Members.

It is our understanding that DEC Land Co, LLC, also known as, GJL Holding Company, LLC (the "Developer"), and all other affiliate LLCs used by the Developer, no longer owned any Lots, Units, or Parcels in the Carriage Trails Development as of October 2023. As a result, per the terms of the Declaration, the Developer is in violation of its duty to transfer control of the MOA to

the Owner Members. This dereliction of responsibility, coupled with the Developer's submission of a Basic Development Plan Submittal for Carriage Trails II, constitutes a violation of the Master Declaration and raises significant ethical concerns.

Therefore, on behalf of the Owner Members, I formally demand the following actions be taken without delay:

1. **Immediate Rescission and Amendment of the Current Development Application**

The application currently before the City of Huber Heights for rezoning to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres recently annexed into the City of Huber Heights must be rescinded. Any future submissions must exclude all references to Carriage Trails I or the acreage on which it sits, and the language suggesting an expansion of Carriage Trails I must be removed.

2. **Transfer of Control of the Master Owners Association**

In accordance with Section 3.3 of the Declaration, we demand the immediate transfer of control of the Master Owners Association to the Sub-area Association Members and Owner Members.

Failure to take these steps would not only perpetuate this violation but also demonstrate a continued pattern of unethical conduct, which has already caused significant concern among the Owner Members. We further emphasize that knowingly failing to transfer control of the MOA while lacking ownership of any Lot, Unit, or Parcel within the Development violates the rights of the Owner Members and breaches the Developer's legal obligations.

If we do not receive a satisfactory response within five (5) days of the date of this letter, we will be forced to pursue legal action. In addition to seeking judicial remedies, we will bring this matter to the attention of the Ohio Attorney General and the local media, ensuring full public exposure of these unethical practices.

To be clear, the Owner Members seek to be released from any association with Carriage Trails II and demand compliance with the terms of the Declaration. Should you fail to act promptly, we will pursue all available legal remedies to protect the rights and interests of the Carriage Trails I community.

Sincerely,

Owner Members of the Carriage Trails Development

**Planning Commission
September 10, 2024, Meeting
City of Huber Heights**

I. Chair Terry Walton called the meeting to order at approximately 6:00 p.m.

II. Present at the meeting: Mr. Cassity, Mr. Jeffries, Ms. Thomas, and Mr. Walton.

Members absent: Ms. Vargo

Staff Present: Aaron K. Sorrell, Assistant City Manager, and Geri Hoskins, Planning & Zoning Administrative Assistant.

III. **Opening Remarks by the Chairman and Commissioners**

None.

IV. **Citizens Comments**

None.

V. **Swearing of Witnesses** Mr. Walton explained the proceedings of tonight's meeting and administered the sworn oath to all persons wishing to speak or give testimony regarding items on the agenda. All persons present responded in the affirmative.

VI. **Pending Business**

None.

VII. **New Business**

1. **MINOR CHANGE – The applicant, KEITH BOWMAN, is requesting approval of a 1,100 sq. ft. expansion to accommodate two additional exam rooms. Property is located at 7135 Old Troy Pike (MC 24-16).**

Mr. Sorrell stated that The applicant is requesting a minor change of the PUD to construct a 1,100 SF addition to an existing 3,825 SF office building. The addition will provide two additional examination rooms, for a total of 10 examination rooms.

The site contains two principal buildings under common ownership. The subject building contains the existing dental office. The second building houses a roofing sales and insurance sales company. The site is well landscaped with mature trees.

The applicable zoning regulations are Chapter 1171 – General Provisions and Chapter 1173 Planned Office District.

1171.11 Changes in the basic and detailed development plans.

Planning Commission Meeting
September 10, 2024

A PUD shall be developed only according to the approved and recorded detailed development plan and supporting data together with all recorded amendments and shall be binding on the applicants, their successors, grantees and assigns and shall limit and control the use of premises (including the internal use of buildings and structures) and location of structures in the PUD as set forth therein.

(a) Major Changes. Changes which alter the concept, uses or intent of the PUD including increases in the number of units per acre, change in location or amount of nonresidential land uses, more than 15 percent modification in proportion of housing types, significant redesign of roadways, utilities or drainage, may be approved only by submission of a new basic plan and supporting data in accordance with Sections 1171.03, 1171.04 and 1171.05.

(b) Minor Changes. The Zoning Officer recommends to the Planning Commission approval or disapproval of the minor changes in the PUD. Minor changes are defined as any change not defined as a major change.

Use: Dental offices are principally permitted uses.

Development Standards:

- The site plan meets all parking and building setback and yard requirements.
- There are existing street trees along Old Troy Pike.
- The building design meets all exterior materials requirements.
- All utilities are below ground.

Parking and Loading:

- There are 42 existing parking spaces.
- The expansion will result in a net loss of four spaces totaling 38 parking spaces.

The code requires 39 parking spaces based on the number of offices and/or examination rooms between the two buildings. The dental offices require approximately 30 spaces, and the second building requires approximately nine (9) spaces. The applicant has indicated there are approximately three to four employees between the roofing and insurance companies, and the dental offices are the primary parking users. Staff feels there is adequate parking to support the addition of two examination rooms.

No other physical changes to the site are contemplated.

Keith Bowman was present.

Action

Mr. Jeffries moved to approve the request by the applicant, KEITH BOWMAN, of a 1,100 sq. ft. expansion to accommodate two additional exam rooms (MC 24-16) in accordance with the recommendation of Staff's Memorandum dated September 5, 2024, and the Planning Commission Decision Record attached thereto.

Seconded by Ms. Thomas. Roll call showed: YEAS: Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

- 2. LOT SPLIT – The applicant, THE CITY OF HUBER HEIGHTS, is requesting approval of a Record Plan creating one 2.81 acre lot (existing use) and a separate 0.28 acre lot that will be used as an access drive for the city’s new yard waste facility. Property is located at 7255 Bridgewater Road (LS 24-18).**

Mr. Sorrell stated this application allows the City to construct an access drive to the new yard waste facility. Once replatted, the city will close on the purchase of the property and improve the site for use beginning on or around November 1st.

This application is required for the development of the new yard waste site. This replat creates two lots.

Lot 11 contains 2.81 acres. This lot is the site of an existing private fueling station. The existing land use will continue to conform with the zoning code.

The new lot contains 0.28 acres. This lot will become the driveway to the city yard waste site. Ultimately, this new lot and the lot to the south will be combined.

The 30-foot driveway and the proposed replat meets all the requirements of the subdivision regulations.

Action

Mr. Jeffries moved to approve the request by the applicant, THE CITY OF HUBER HEIGHTS, for approval of a Record Plan (LS 24-18) in accordance with the recommendation of Staff’s Memorandum dated September 3, 2024, and the Planning Commission Decision Record attached thereto.

Seconded by Mr. Cassity. Roll call showed: YEAS: Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

- 3. REZONING AND BASIC DEVELOPMENT PLAN – The applicant, CARRIAGE TRAILS CO, LLC, is requesting approval of a Rezoning to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres recently annexed into the City of Huber Heights. Property is located between Carriage Trails I and US 40 (BDP 24-17).**

Mr. Sorrell stated that Since 2007, the applicant has facilitated the development of approximately 529 acres, yielding 1478 lots, not including land sold to other developers such as the lands along Red Buckeye Drive.

Recently, the applicant petitioned to annex approximately 296 acres into the City of Huber Heights. This annexation was approved by City Council on July 22, 2024. The final annexation plat was recorded with Miami County on August 13, 2024.

The applicant is seeking to zone the lands Planned Mixed Use District and seeks approval of a Basic Development Plan to establish broad development standards similar to the existing Carriage Trails development.

Proposed Development Regulations

The applicant is proposing development regulations and covenants that are very similar to the existing Carriage Trails Development.

The proposed development standards in Carriage Trails II are outlined below:

Permitted Dwelling Definitions: Multi-family units shall be defined as multi-unit residential structures with stacked flats that share common hallways. Attached single family shall be defined as two or more residential units sharing a common wall with individual grade level entrances for each unit. Townhomes and garden condos are included in the attached single-family category. Accessory Dwelling Units (ADU's) shall be permitted on any single-family lot.

Density: The maximum residential gross density permitted in the development shall not exceed seven (7) dwelling units per acre. Gross density includes land occupied by public rights-of-way and any recreational, civic, commercial, and other nonresidential uses.

Adjacent Uses to Carriage Trails I Homes: Detached single-family homes, on equal or greater sized lots, shall be required in all sections abutting existing platted Carriage Trails I homes. Multi-family and commercial shall not be permitted in any area abutting existing Carriage Trails I residential development.

Open Space: A minimum of 20% of the total Carriage Trails I & II site area of 825 acres, or 165 acres, of land shall be reserved for open or green spaces, which may include both public and private areas within the subdivisions. Open space may be developed in phases with the submission of detailed development plans for various sections.

Connectivity: Roadway connectivity shall be guided by the Basic Development Plan (**Exhibit C**). Significant flexibility shall be permitted in the final design of roads, but all public roads shall be approved by the City Engineer with the Detailed Development Plans.

The development standards set forth below shall apply to all areas unless otherwise specifically stated.

Development Standards

1. Minimum lot dimensions for each lot type per the Basic Development Plan and Pattern Book shall be as follows. Larger lots than those listed are also permitted.

<u>Lot Type</u>	<u>Minimum Width</u>	<u>Minimum Area</u>	<u>Maximum Building Coverage of Lot Area</u>
Townhomes	20'	2,000	60%
Attached Single-Family	30'	3,600	60%
Village Homes/Cluster Homes	40'	4,800	60%
Small Single-Family	50'	6,000	60%
Large Single-Family	60'	7,500	50%

2. Minimum lot dimensions for non-residential components shall be approved with the Detailed Development Plan. However, the maximum building coverage for non-residential buildings shall not exceed 50% of the lot area.

3. Setbacks throughout the development shall be as follows:

<u>Unit Type</u>	<u>Front Yard</u>	<u>Minimum Side Yard</u>	<u>Minimum Rear Yard</u>	<u>Minimum Building Separation</u>
Townhomes/Attached Single-Family	20' from ROW	0'	20'	10'
All Single-Family	25' from ROW	5'	25'	10'
Multi-Family/Condo	20' from ROW	n/a	25'	6'
Commercial	10' from ROW	Per Detailed Development Plan	Per Detailed Development Plan	50' from a residential structure

4. Basic architecture shall be based on the concepts provided on **Exhibits E.1-E.4** and follow minimum standards:

Minimum floor areas shall be:

- i. Townhome/Attached Single-Family lots
 1. One-story dwelling shall have a minimum floor area of 800 square feet.
 2. Two-story dwelling shall have a minimum floor area of 1,000 square feet.
 3. Three-story dwelling shall have a minimum floor area of 1,200 square feet.
- ii. Single family residential lots up to and including 50 feet to 60 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,100 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,200 square feet, and

3. Two-story dwellings shall have a minimum floor area of 1,300 square feet.
 - iii. Single family residential lots 60 feet to 70 feet in width
 1. One-story dwellings shall have a minimum floor area of 1,200 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,300 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,400 square feet.
 - iv. Single family residential lots 70 feet plus in width,
 1. One-story dwellings shall have a minimum floor area of 1,400 square feet,
 2. One and one-half story dwellings shall have a minimum floor area of 1,500 square feet, and
 3. Two-story dwellings shall have a minimum floor area of 1,600 square feet.
 - v. Multi-family units, the minimum floor area shall be 700 square feet.
5. No single-family residential unit or multi-family residential building may be constructed on the property having a height greater than thirty-five (35) feet measured from the finish grade of the property at the main entrance of the residence or building to the eave of the roof.
6. Any commercial building over twenty (20) feet in height shall be designed with multiple floors or the appearance of multiple floors.
7. The major roof slopes on all single-family residential structures of traditional design shall have a minimum pitch of 5/12. Softer pitches may be accepted as an accent roof, or on porches, garage transitions and shed dormers etc. For multi-family units, all one-, two- or three-story buildings shall be required to have: i) pitched roofs with gable or hip ends; ii) mansard style roofs; and iii) flat roofs with mansard style roof or detailed parapet appearance so as to screen any roof top equipment and avoid a general flat roof appearance.
8. Roof materials and colors should be compatible throughout the community. Earth tone colors are preferred. Roof fans, vents and flashing are to be painted or finished to match the roof.
9. Exterior building materials shall be wood, brick, stone, stucco, fiber-cement products (such as Hardie Plank) or vinyl siding with a minimum gauge of 0.040".
 - i. Natural earth tone colors are preferred. Accent colors can only be used to carefully add a highlight or detail to the natural earth tone colors. Gutters and downspouts are to be finished to complement fascia color. Trim is to be stained or painted to complement the exterior walls and roof.
 - ii. All exterior building materials and colors are subject to review by the Architectural Review Committee of the Master Homeowners Association.
 - iii. A minimum of 50% of the single-family homes within the development shall have primary facades finished with

masonry products that meet the Definition of Other Approved Masonry Type of Material Per Section 1181.20 as published by the City. The masonry product shall be used over a minimum of 25% of the surface area of the façade. Alternate materials may be used for detail and trim. The masonry coverage area shall be applied to the façade area remaining after removing the area occupied by windows and doors or roofing surfaces.

- iv. A minimum of 30% of the primary façade(s) of a multi-family structure of attached single family structure shall be finished with masonry products.
- v. A minimum of 50% of the primary façade(s) of all non-residential structures shall be finished with masonry products.

10. Asphalt or gravel driveways shall not be permitted.

11. All yards, front, side and rear, shall be landscaped. All vacant lots shall be seeded and maintained in such a manner as to prevent erosion of the property and excess drainage onto adjoining lands. Each residential lot shall have at least one shade tree on each street frontage.

12. All entryway signs shall be ground mounted and shall be approved by the Master Owners' Association Design Review Committee. All signs must adhere to the City of Huber Heights signage code.

- 1. All of the above standards shall be included in the covenants and restrictions for the master homeowner's association (Master Homeowners' Association"), which will be submitted to Planning Commission in conjunction with or prior to the first Detailed Development Plan.
- 2. Prior to the submission of any Detailed Development Plans, a landscaping plan for the greenspace, including any buffering or transitions between uses, shall be submitted for approval by Planning Commission. The plan shall include a site plan showing existing and proposed topography, proposed plantings, and a schedule of proposed grass / plant types.
- 3. Prior to the submission of any Detailed Development Plans, a master sign plan for the development shall be submitted for approval by Planning Commission. The sign plan will include a plan showing the location and type of each sign, and spec sheets showing typically materials, type of each sign, and spec sheets showing typically materials, appearance, and lighting of each type of sign, Maximum size/area for each type shall be provided, and a list of permitted materials and colors shall be included.
- 4. All Detailed Development Plans for the various sections shall include landscape and buffering plans, and green spaces, if applicable, which will be submitted to Planning Commission for approval.
- 5. All Detailed Development Plans for the various sections shall include water plans which will be submitted for approval by the City Engineer based on the

6. All Detailed Development Plans for the various sections shall include sanitary sewer plans which must be approved by the City Engineer based on the City's standard requirements.
7. All Detailed Development Plans for the various sections shall include storm water management plans which must be approved by the City Engineer based on the City's standard requirements.
8. Specific elevations will be provided with the Detailed Development Plan submittals.

This application covers approximately 296 acres. The applicant indicated they plan to amend the existing Carriage Trails I covenants and incorporate the recently annexed 296 acres.

This rezoning and basic development plan is an extension of the original PM zoning. In addition to the residential uses, approximately 16 – 18 acres of land will be set aside for a new school and public park. Future commercial uses may be contemplated near US 40 if market conditions are favorable to such development.

The proposed development standards are similar to the Carriage Trails I development. The only exception is, at the request of the City Planner, the development standards permit Accessory Dwelling Units (ADU's) on single-family lots.

A lighting plan will be submitted with the detailed development plan. All utilities will be below ground. The proposed public park will likely be owned by the City. All other open space will likely be owned and maintained by the developer or HOA. A landscaping plan has not been submitted. Staff requested at least one shade tree per lot that each homebuyer must install.

The annexation of this land into the City was recently approved by the Huber Heights City Council, and there was extensive discussion about the residential nature of the future development. Additionally, this area was included in the adopted Comprehensive Plan as part of the Northtown pattern area. Staff does not feel the rezoning of this land will adversely affect the public peace, health, morals, safety or welfare.

It is the staff's opinion the proposal meets the standards outlined in Section 1171.06. Staff recommends approval of the Basic Development Plan submitted on August 20, 2024, to rezone the property to Planned Mixed Use (PM) and approve the Basic Development Plan incorporating the supplemental development standards proposed by the applicant.

Planning Commission asked and discussed ADUs, hardy plank considered masonry, Fire and Police coverage over the phasing, Bethel School Board receptive, changes to Route 40, and Route 202 entrance.

Ken Conway and Bill Keethler were present. Ken asked for clarity on placement

of street trees which will be a detailed development discussion.

The Commission asked Ken about buffering to neighbors not in the annexation, MOA maintenance guidelines along with design review. Ken talked about annual meetings, homeowner involvement, how the MOA was set up and covered financially.

Mike Seale talked about the nuisance, traffic, trash, environmental issues and stress on school. 900 units at first now 1500 units. (sent an email)

Sheena Mays addressed Ken Conway about information on MOA, huge lack of communication. Profit over people, Bethel school board, seems like unethical behavior. (sent an email)

Cynthia Kohrs spoke about responsible development, proper planning, excessive speed, parking, adding ADUs, schools, MOA extended 10 – 15 years, public safety and traffic, more proactive actions. (sent an email)

Susan Donohue asked if PM use covers the commercial strip and if Flick Rd will go through.

Jeff Morford spoke about annexation and referendum, individuals have right to vote. Mr. Sorrell said this BDP and rezoning are separate from the annexation.

Trish Rodgers asked for increase in police and medical services quickly, vandalism and theft, can't park on driveway extension.

Mike Seale asked about water and sewer.

Sheena Mays asked if we had statements from utilities. Mr. Sorrell stated no utility issues. City will maintain City Property.

Action

Ms. Thomas moved to approve the request by the applicant, CARRIAGE TRAILS CO, LLC, for approval of a Rezoning to Planned Mixed-Use (PM) and a Basic Development Plan for 296.236 acres recently annexed into the City of Huber Heights (BDP 24-17) in accordance with the recommendation of Staff's Memorandum dated September 4, 2024, and the Planning Commission Decision Record as amended attached thereto.

Seconded by Mr. Jeffries. Roll call showed: YEAS: Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 4-0.

VIII. Additional Business

None

IX. Approval of the Minutes

Without objection, the minutes of the August 13, 2024, Planning Commission meetings are approved.

X. Reports and Calendar Review

EV charging station – Sheetz on Old Troy Pike
Rezoning - 6502 Old Troy Pike

Planning Commission Meeting

September 10, 2024

XI. Upcoming Meetings

October 15, 2024

November 12, 2024

XII. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at approximately 8:00 p.m.

Terry Walton, Chair

Date

Geri Hoskins, Administrative Assistant

Date

BDP 24-17 Carriage Trails II

Rezoning and Basic Development Plan for approximately 296 acres
September 10, 2024



10

10

Site Details:

- 296.23 acres
- Zoned: A-2(Bethel Twp. Zoning)
- Site is agricultural / vacant land
- Adjacent land: West, North, East – A-2 (Bethel Twp.)
South – PM (Planned Mixed-Use)

Development Details:

- Applicant is requesting rezoning to Planned Mixed-Use (PM) and basic development plan approval. The proposed development regulations are very similar to Carriage Trails I.



11

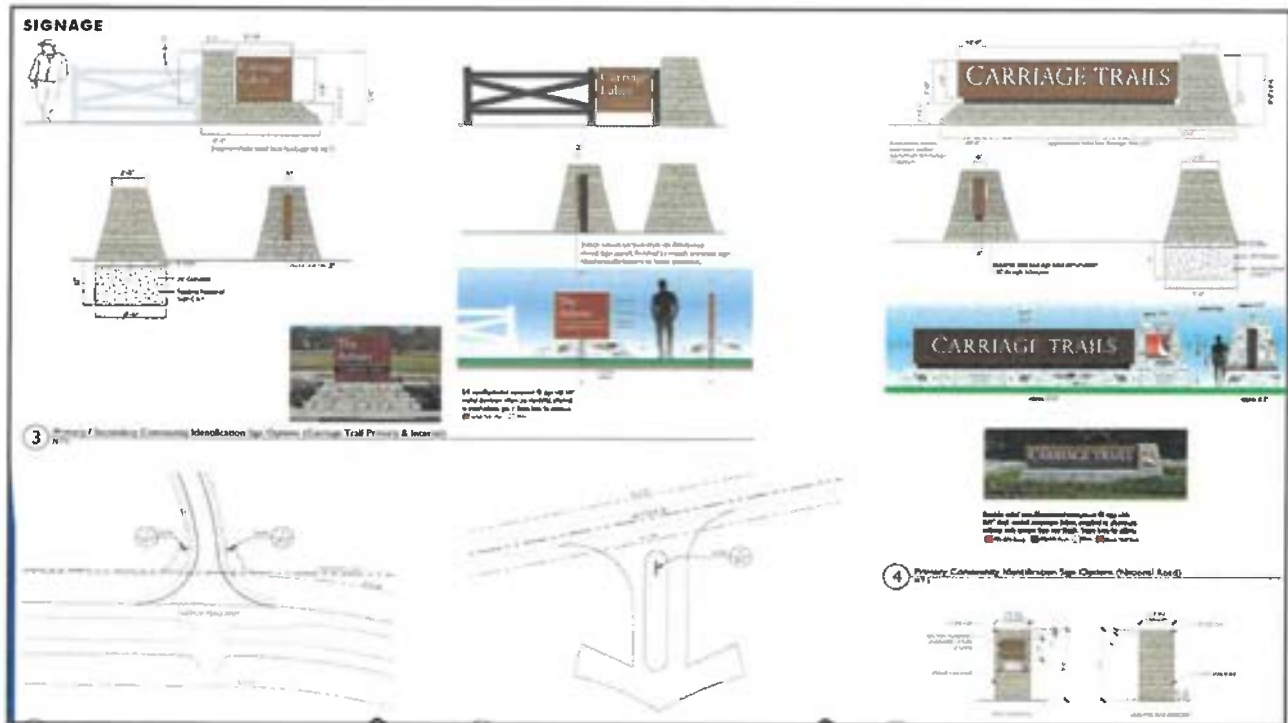
11



12



13



14



15



VILLAGE HOMES - CLUSTER



SMALL SINGLE FAMILY

16 **HERFILL'S**
Home Builders - North East

16



LARGE SINGLE FAMILY



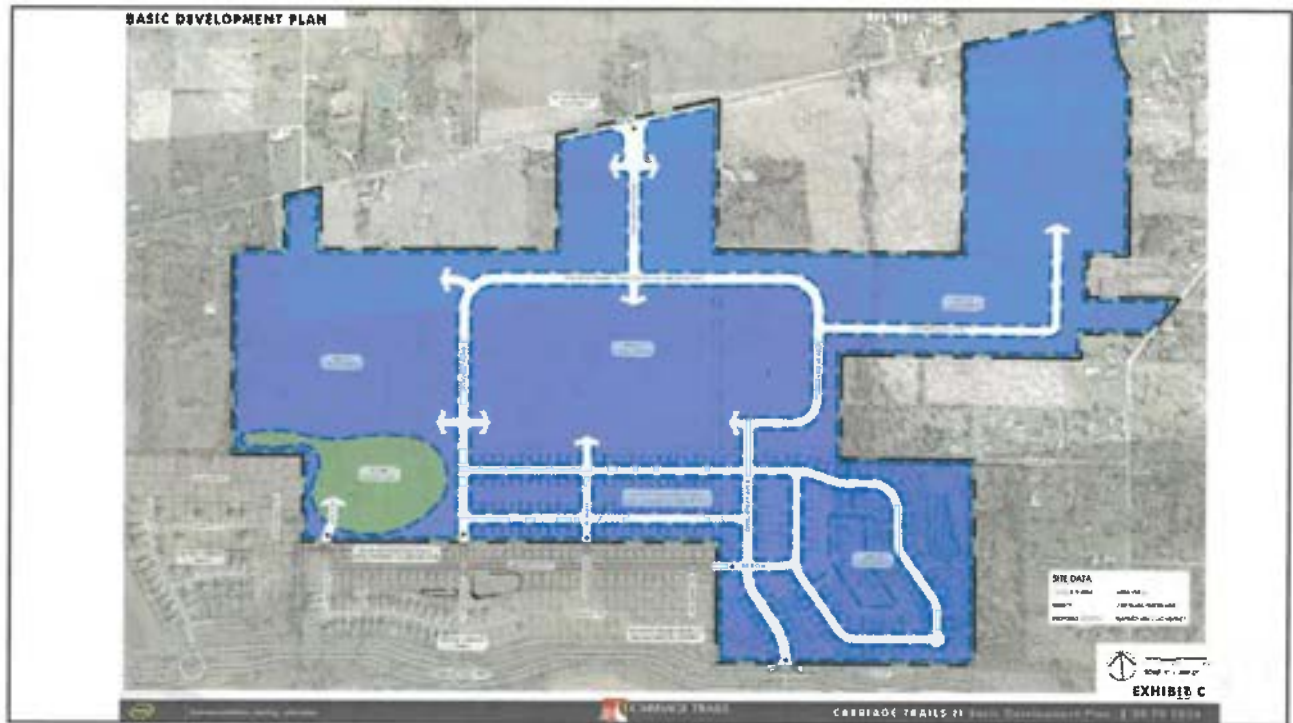
MULTI-FAMILY / CONDO

17 **HERFILL'S**
Home Builders - North East

17



18



19

Proposed Development Regulations:

Same development standards between CT I and CT II

Development Standards	CT II (Proposed – 296 Acres)	CT I (622 Acres)
Open space	20%	
Maximum residential building height	35-feet	
Commercial building height	Over 20-feet, must designed with multiple floors, or look like multiple floors	
Maximum non-residential lot coverage	50%	
Exterior building materials	Same requirements	
Setback (single-family, multifamily, commercial)	Same requirements	
Transition areas to existing development	Similar or larger lot requirements	

20



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Proposed Development Regulations:

Substantially similar lot development standards.

Lot Development Standards	Minimum Width		Minimum Area	
	CT II	CT I	CT II	CT I
Townhomes ¹	20	35	2,000	3,850
Attached single-family ²	30	*	3,600	*
Cluster homes ¹	40	35	4,800	3,850
Village homes	40	50	4,800	6,800
Small single-family ²	50	60	6,000	7,800
Large single-family ¹	60		7,500	

1: Were the same category; 2: Did not exist in CT1

Minimum floor area is similar, but reflect new lot widths in CT2.

21



21

Proposed Development Regulations:

Different development standards

Lot Development Standards	CT II	CT I
Maximum gross density	7 DUA	2,045 units (3.3 DUA)
Maximum number of multi-family units		875 (45%)
School / Park set-aside	16 – 18 acres	-
Accessory Dwelling Units	Permitted	-
Shade / Street Trees (behind ROW)	1 Required	-



22

22

Staff Analysis and Recommendation

Staff feels the standards of approval outlined in 1171.06 can be met and therefore staff recommends approval of the basic development plan with the following conditions:

1. Street trees be provided 40-foot on center
2. A sign package meeting code shall be submitted with the detailed development plans
3. A lighting plan shall be submitted with the detailed development plan
4. A landscaping plan shall be submitted with the detailed development plan
5. Clustered landscaping areas shall be provided between the apartments and sidewalks.
6. The applicant will comply with all stormwater requirements, per the City Engineer;
7. The applicant will comply with all Fire Code requirements.



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23

Basic Development Plan Development Standards Analysis:***1179.06 Development standards (Planned Mixed Use)***

a) Minimum Land Area Requirement. A minimum of 20 acres shall be required.

This application covers approximately 296 acres.

b) Covenants. The developer of a PM development shall be required to submit a set of covenants or deed restrictions with the Basic Development Plan application that will outline, at a minimum, development standards and guidelines established in this chapter and any other requirements the developer and/or Planning Commission deems necessary.

The applicant has indicated they plan to amend the existing Carriage Trails I covenants and incorporate the recently annexed 296 acres.

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Basic Development Plan Development Standards Analysis:***1179.06 Development standards (Planned Mixed Use)***

c) Required Mix of Land Uses. A developer shall be required to provide a mix of land uses in a PM Development. At a minimum, at least two of the following uses are required in a PM Development: residential, commercial, office, institutional, and/or industrial.

This rezoning and basic development plan is an extension of the original PM zoning. In addition to the residential uses, approximately 16 – 18 acres of land will be set aside for a new school and public park. Future commercial uses may be contemplated near US 40 if market conditions are favorable to such development.

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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(d) Site Planning.

- (1) The combination of different uses whether as part of one building or as part of the overall development shall be designed and developed so as not to create a nuisance by excessive noise, light, vibration, odor or any other annoyances for any uses within the development or neighboring properties.

In the near future, only residential and institutional (public school) uses are being considered. Those uses are compatible with the overwhelmingly residential nature of the area and the Carriage Trails I development.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(d) Site Planning.

- (2) A PM development is to be designed so that buildings and structures are clustered and open space areas are preserved and maintained. Special care shall be given to protect preexisting natural features including, but not limited to, woodlands, ravines, streams, lakes, ponds, and/or flood plains. Impervious surface coverage, including, but not limited to, buildings, parking area, and accessways, shall not exceed 75 percent of the total development area. Therefore, 25 percent of the development area shall be reserved for green space.

The development standards propose a minimum set aside of 20% toward green space and open space, which is similar to the Carriage Trails I development standards. Stormwater management requirements will likely result in higher percentage of open space, or pervious surface.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(d) Site Planning.

- (3) The number of ingress and egress points onto the public streets shall be limited in order to reduce the number of traffic conflict points. Adequate and properly arranged facilities for internal pedestrian and traffic circulations shall be provided. The street and thoroughfare network shall be designed to minimize truck traffic through residential areas of the development.

The Basic Development Plan outlines broad circulation patterns and connections to the existing Carriage Trails I development. Exhibit C illustrates one main connection to US 40, but that there will likely be a second eastern connection as the land is further planned and developed.

The initial phases on the south end of the development illustrate appropriate connections to the existing Carriage Trails I street and sidewalk network.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(d) Site Planning.

- (4) Parking systems shall be designed so as to discourage single large unbroken paved lots for off-street parking and shall encourage smaller defined parking areas within the total parking system. Underground parking facilities are encouraged.

Parking will be provided as required in the zoning code.

- (5) The development shall be designed to tie all the uses into one overall community and encourage walking, biking, running, and alternative modes of transportation. Developers are encouraged to incorporate bus stops, bikeways, walkways, and crosswalks into an overall thematic scheme for pedestrian traffic.

Sidewalks will be incorporated throughout the development.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(d) Site Planning.

- (6) Any signs as proposed within this district, shall comply with Chapter 1189 "Signs". Additionally, a developer of a PM development shall develop and submit with the Detailed Development Plan application, a comprehensive set of graphic design criteria for signage in the development.

The applicant proposes entry features and wayfinding signage similar to Carriage Trails I and is illustrated in Exhibit D.

- (7) Minimum lot area, frontage and setback requirements may be varied to allow greater flexibility in design. However, the following shall be used as a guideline for development:

- A. With multiple buildings on a single property, entirely residential buildings shall be at least 15 feet from another entirely residential building and at least 50 feet from nonresidential or mixed-use buildings.

The proposed development standards are similar to the Carriage Trails I development.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(11) The architecture of nonresidential structures is encouraged to be unique yet similar in certain sections of the PM.

Conceptual architectural details of non-residential structures are illustrated in Exhibit E.4 and generally consistent with the non-residential exterior standards in the zoning code.

(13) The use of privately owned open space and public dedicated park land is encouraged as part of a PM development. Privately owned open space shall be maintained by the developer or by a duly authorized owner's association.

The proposed public park will likely be owned by the City. All other open space will be likely be owned and maintained by the developer or HOA.



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Basic Development Plan Development Standards Analysis:

1179.06 Development standards (Planned Mixed Use)

(15) With the submission of a Basic Development Plan application, the applicant is required to submit a phasing plan that details when certain sections of the development will commence construction and when the sections will be complete.

Exhibit C illustrates the initial phases of the development that tie into the Carriage Trails I development. The developer shall bring in future phases in sections, similar to the development of Carriage Trails I.



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Staff Analysis of Standards for approval

- (a) *Is consistent with official thoroughfare plan, comprehensive development plan and other applicable plans and policies;*

The annexation of this land into the City was recently approved by the Huber Heights City Council, and there was extensive discussion about the residential nature of the future development. Additionally, this area was included in the adopted Comprehensive Plan as part of the Northtown pattern area.

- b) *Could be substantially completed within the period of time specified in the schedule of development submitted by the developer;*

During discussions with the developer, we anticipate a 10 to 15-year build out of Carriage Trails II, depending on market conditions. The first phases that connect to Carriage Trails I should begin within the next 12 months.



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Staff Analysis of Standards for approval

- c) *Is accessible from public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development. Further, the streets and driveways on the site of the proposed development shall be adequate to serve the residents or occupants of the proposed development;*

New roads will be constructed for this development, linking to the existing transportation network.

- d) *Shall not impose an undue burden on public services such as utilities, fire and police protection, and schools;*

- **The site is served by adequate utilities.**
- **There was extensive discussion about the impact of this development on Bethel Schools. As a result, 16-18 acres is being set aside for a new school building to accommodate the anticipated students from this development.**

- (l) *Rezoning of the land to the PUD District and approval of the development plan shall not adversely affect the public peace, health, morals, safety or welfare.*

Staff does not feel the rezoning of this land will adversely affect the public peace, health, morals, safety or welfare.



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Staff Analysis of Standards for approval

(l) Rezoning of the land to the PUD District and approval of the development plan shall not adversely affect the public peace, health, morals, safety or welfare.

Staff does not feel the rezoning of this land will adversely affect the public peace, health, morals, safety or welfare.

Additional Comments:

Fire: Approved for rezoning and basic development plan.

City Engineer: No comments provided.



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Staff Analysis and Recommendation

It is the staff's opinion the proposal meets the standards outlined in Section 1171.06.

Staff recommends approval of the Basic Development Plan submitted on August 20, 2024 to rezone the property to Planned Mixed Use (PM) and approve the Basic Development Plan incorporating the supplemental development standards proposed by the applicant and outlined in the staff report.

Planning Commission Action

Planning Commission may take the following actions with a motion to:

1. Recommend approval of the application with or without conditions;
2. Recommend denial of the application; or
3. Table the application.



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CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

TO APPROVE A REZONING FROM AGRICULTURAL (A) TO PLANNED MIXED-USE (PM) AND TO APPROVE A BASIC DEVELOPMENT PLAN OF 296.236 ACRES FOR THE PROPERTY LOCATED BETWEEN THE CARRIAGE TRAILS I DEVELOPMENT AND U.S. ROUTE 40 AND FURTHER IDENTIFIED AS PARCEL NUMBERS A01-046600, A01-012310, A01-044400, A01-016400, A01-01500, A01-012210, A01-012220, AND A01-012200 ON THE MIAMI COUNTY AUDITOR’S MAP AND TO ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION (CASE BDP 24-17).

WHEREAS, the citizens of Huber Heights require the efficient and orderly planning of land uses within the City; and

WHEREAS, the City’s Planning Commission has reviewed Case BDP 24-17 and on September 10, 2024 recommended approval by a vote of 4-0 of the Rezoning from Agricultural (A) to Planned Mixed-Use (PM) and a Basic Development Plan; and

WHEREAS, the City Council has considered the issue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Huber Heights, Ohio that:

Section 1. The application requesting approval of a Rezoning from Agricultural (A) to Planned Mixed-Use (PM) and a Basic Development Plan (Case BDP 24-17) is hereby approved in accordance with the Planning Commission’s recommendation and following conditions:

- 1. Accessory Dwelling Units shall be permitted according to City zoning standards.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10336

Topics Of Discussion J.

Council Work Session

Meeting Date: 09/17/2024

Liquor Permit #7511418 - Roosters - 5571 Merily Way

Submitted By: Anthony Rodgers

Department: City Council

Type of Other

Liquor Permit:

Motion/Ordinance/

Resolution No.:

Agenda Item Description

Liquor Permit #7511418 - Roosters - 5571 Merily Way

Review and Comments - Police Division

The Police Division had no objections to the change of corporate stock ownership for this liquor permit.

Review and Comments - Fire Division

The Fire Division had no objections to the change of corporate stock ownership for this liquor permit.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Memorandum - Fire Division

Liquor Permit



Huber Heights Fire Division

TO: Anthony Rodgers, Clerk of Council

FROM: Keith Knisley, Fire Chief

DATE: September 5, 2024

RE: Liquor Permit #7511418 - Roosters – 5571 Merily Way

I am writing to inform you that there are no outstanding Fire Code Violations with this building.

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

7511418	STCK	ROOSTERS HUBER HEIGHTS INC
PERMIT NUMBER	TYPE	DBA ROOSTERS
ISSUE DATE		5571 MERILY WAY
05 14 2024		HUBER HGTS OH 45424
FILED DATE		
D5 D6		
PERMIT CLASSES		
57 083 A	F31936	
TAX DISTRICT	RECEIPT NO.	

FROM 08/23/2024

PERMIT NUMBER	TYPE
ISSUE DATE	
FILED DATE	
PERMIT CLASSES	
TAX DISTRICT	RECEIPT NO.



MAILED 08/23/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN, 09/23/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **A STCK 7511418**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF HUBER HGTS CITY COUNCIL
6131 TAYLORSVILLE RD
HUBER HGTS OHIO 45424

OHIO DIV. LIQUOR CONTROL
FRONT DESK-1(Division Use Only: Name: ROOSTERS HUBER HEIGHTS INC.)CK# 1476
\$100.00

F 31936

SECTION A - Issued Permit Holder Information

*Issued Permit Holder's Business Name as listed on the issued permit: ROOSTERS HUBER HEIGHTS INC.		*Issued Permit Holder #: 7511418	
*Permit Premises Address: 5571 MERRILY WAY		*Is Permit Holder an Agency Store? ☐ YES ☒ NO If YES, what is the assigned agency # _____	
*Township (if premises is outside city limits):	*City: HUBER HEIGHTS	*Zip Code: 45424	*County: MONTGOMERY
*Contact Name: Teresa Wells		*Who will be the Primary Contact for this Application: ☐ Contact Listed ☒ Attorney Listed Below	
Phone: (614) 221-5212		*Business Phone: (614) 221-5212	
*Primary Contact's Email Address: T W E L L S @ L R E L A W . C O M			
*Attorney Information (if applicable)		Name: LUMPE, RABER & EVANS	
Address: 37 W. BROAD STREET, SUITE 1140	City: COLUMBUS	State: OHIO	Zip Code: 43215
Phone #: (614) 221-5212			
Attorney Email Address: T W E L L S @ L R E L A W . C O M			

SECTION B - Corporate Ownership Description

1. * List the **CURRENT 5% or more** owners in the issued permit as currently disclosed to us - Not sure who/what we have on record? Go to com.ohio.gov/liquorinfo (select "who has a disclosed ownership interest in a particular liquor permit" tab and enter the permit number listed on your issued permit).

	Person or Company Name	Current # of Shares Held
1	DANIEL PONTON	25
2	CORRINE FRICK	25
3	ROBERT FRICK	25
4	JACOB SARAKAITIS	20
5	DAN NADER	5

2. * List the **NEW/REVISED 5% or more** owners as they should be listed in the issued permit **AFTER** the change. (Note, depending on your proposed change its possible that some individuals might be listed above and below.) Any real persons **MUST** be at least 21 years of age. In addition to filling out the below information, please submit an updated Officer/Shareholder Disclosure Form (OR com.ohio.gov/requiredforms, select form #4030) that matches the "NEW/REVISED" information below.

	Person or Company Name	Revised # of Shares Held
1	ROBERT FRICK	38
2	CORRINE FRICK	37
3	JACOB SARAKAITIS	20
4	DAN NADER	5
5		

Topics Of Discussion K.

Meeting Date: 09/17/2024

Liquor Permit #0348647 - Blanco Bar And Lounge - 5478 Brandt Pike

Submitted By: Anthony Rodgers

Department: City Council

Type of	New
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Liquor Permit:

Motion/Ordinance/

Resolution No.:

Agenda Item Description

Liquor Permit #0348647 - Blanco Bar And Lounge - 5478 Brandt Pike

Review and Comments - Police Division

The Police Division had no objections to this new liquor permit.

Review and Comments - Fire Division

The Fire Division had no objections to this new liquor permit.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

Attachments

Memorandum - Fire Division

Liquor Permit



Huber Heights Fire Division

TO: Anthony Rodgers, Clerk of Council

FROM: Keith Knisley, Fire Chief

DATE: September 12, 2024

RE: Liquor Permit #0348647 – Blanco Bar and Lounge – 5478 Brandt Pike

I am writing to inform you that there are no outstanding Fire Code Violations with this building.

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3168

TO

0348647		NEW		BLANCO BAR & LOUNGE LLC DBA BLANCO BAR & LOUNGE 5478 BRANDT PK HUBER HGTS OH 45424
PERMIT NUMBER		TYPE		
ISSUE DATE				
08 05 2024				
FILING DATE				
D5		D6		
PERMIT CLASSES				
57		083 A		
TAX DISTRICT		E25548		
		RECEIPT NO.		

FROM 08/14/2024

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 08/14/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN.

09/16/2024

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A NEW 0348647

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF HUBER HGTS CITY COUNCIL
6131 TAYLORSVILLE RD
HUBER HGTS OHIO 45424