

**RECORD OF PROCEEDINGS
REGULAR TRUSTEE MEETING HELD OCTOBER 8, 2024**

The Fairfield Township Trustees held a Regular Trustee Meeting Tuesday, October 8, 2024, at the Administration Building, 6032 Morris Road, Fairfield Township, OH 45011, for conducting Township business. Meeting was called to order by Mrs. Hartkemeyer at 7:00 PM.

ROLL CALL: Fiscal Officer, Shelly Schultz

Trustee Chairperson, Shannon Hartkemeyer	Present
Trustee Vice Chairperson, Michael Berding	Present
Trustee, Joe McAbee	Absent

INVOCATION: Paster Joe French, Indian Springs Church

PLEDGE OF ALLEGIANCE

Motion, made by Mr. Berding to amend the agenda to add an action item to approve or deny FTZC24-1C Final PUD McDonalds/Lorven Menards and to add Executive Session after the end of agenda before adjournment according to ORC 121.22 (G) (1) to consider the discipline, appointment, employment, or compensation of a public employee or official.

Motion was seconded by Mrs. Hartkemeyer

YES: Mr. Berding, Mrs. Hartkemeyer

ABSENT: Mr. McAbee

PRESENTATION

- A. Girl Scout Troop #46829 – Flag Box Project.
- B. Borders Around the World Christmas Project – Joe French, arranging for donations to the Congo.
- C. Final PUD plan for Optimized Senior Living Case No. FTZC24-4C Final PUD.

CASE:	FTZC24-1C Final PUD
APPLICANT:	McDonalds/ Lorven Menards
LOCATION:	2866 Menards Boulevard -- A0300-025-000-087
CURRENTLY ZONED:	Business Planned Unit Development (B-PUD)
REQUEST:	Final PUD Plan Approval: McDonalds

SITUATION OF PROPERTY

The subject property is located on the corner of Joseph Drive and Gilmore Road. The property is generally located southwest of the Princeton Road and Menards Boulevard intersection (att. 1). The property is currently zoned B-PUD (Business Planned Unit Development) (att. 2) and is currently comprised a single 1.53-acre parcel (A0300-025-000-087). Surrounding parcels to the west, east, and south are all zoned B-PUD

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(Business Planned Unit Development), and include the following businesses: Menards, Discount Tire, Pizza Hut, AAA. Sherwin-Williams is directly across Princeton Road, to the north, and is also zoned B-PUD (Business Planned Unit Development). Properties to the northwest across Princeton Road are zoned R-2 (Single-Family Residence District).

DESCRIPTION OF REQUEST

The applicant is currently requesting approval of the Final PUD plan for a standalone building to be used as McDonalds.

BACKGROUND OF REQUEST

On May 23, 2008 the Fairfield Township Zoning Commission held a public hearing, that included the subject property, where the Commission recommended approval of the zone change and Preliminary PUD (FTZC08-5C). The Fairfield Township Board of Trustees approved the recommendation of the Zoning Commission on June 10, 2008. There have been a number of Final PUDs approved in this development including Menards, Dollar Tree, Discount Tire, and several multi-tenant building that currently include AAA Travel & Insurance, El Rancho Nuevo, Lotus Nail and Spa, Pizza Hut, Bigby Coffee, Tropical Smoothie, and Teriyaki Madness. The PUD currently has an Aesthetic Criteria Plan (*The Fountains of Fairfield Township Aesthetic Criteria Plan*) that was approved in 2008. The Aesthetic Criteria Plan includes detailed architectural guidelines as well as sign guidelines.

FINDINGS OF FACT

The Final PUD Plan includes the construction of a 3,694 sq. ft building and all associated site improvements. The proposed building has a setback 35 ft. from the Princeton Road ROW, setback of 50 ft from the east property line, setback of 65 ft from curb to the west, and over 150 ft from the curb to the south. Stormwater from the site is designed to be routed to the regional detention basin.

The proposed building meets and exceeds the architectural requirements outlined in the *Aesthetic Criteria Plan*. The building's proposed elevations are composed predominately of brick and includes gray metal panels and accents of brown wood grain aluminum batten systems.

The parking lot plan includes 47 parking spaces, two of those spaces being handicap accessible, this exceeds the parking requirements outlined in section 812 (1 space per 200 sqft. plus on per two full). The proposed ingress/egresses are designed to be able to accommodate the turning radius for emergency vehicles required by the Fairfield Township Fire Department. Landscaping improvements include a variety of trees and shrubs planned throughout the site. The proposed lighting plans meets the requirements outlined in the zoning resolution.

RELEVANT SECTIONS OF THE FAIRFIELD TOWNSHIP ZONING RESOLUTION

615.7 CONDITIONS FOR APPROVAL OF THE DETAILED FINAL PUD PLAN(S).

(a) Upon receipt of the detailed Final PUD Plan(s) for each section of the Planned Unit

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Development landholding, the Fairfield Township Board of Trustees shall study and review the detailed Final PUD Plan(s) and shall approve, modify or disapprove the plan(s) on the basis of; (1) that all requirements have been satisfied, and (2) finding that the following specific conditions are fully met:

(b) That the proposed detailed Final PUD Plan(s) for the individual section(s) of the overall R-PUD or B-PUD District are in conformance with the approved Preliminary PUD Plan,

(c) That any part of the Planned Unit Development not used for structures, parking and loading areas, or streets, shall be landscaped or otherwise improved; unless approved to be left in its natural state.

(d) That any exception from the standard resolution requirements is warranted by the design and amenities, incorporated in the detailed Final PUD Plan(s), in accordance with the adopted policy of the Board of Fairfield Township Trustees.

(e) That the internal streets and thoroughfares proposed are suitable and adequate to accommodate the anticipated traffic within and through the development.

(f) That the Final PUD Plan(s) is consistent with the intent and purpose of this Resolution to promote public health, safety and general welfare of the residents of Fairfield Township, Butler County.

STAFF RECOMMENDATIONS

It is the opinion of the staff that all conditions that were placed on the PUD during the Zone Change and the Preliminary PUD process have been addressed in the provided Final PUD plans. It is also the opinion of the staff that the submitted plans generally meet the requirements and guidelines outlined in the *Aesthetic Criteria Plan*. Staff further believes that the Final PUD Plan is consistent with sections 615.7 of the Township Zoning Resolution and will promote public health, safety, and the general welfare of the residents of Fairfield Township. Based on the findings of fact & submitted proposal to the Fairfield Township Board of Trustees staff makes the recommendation to **Approve** the Final PUD Plan with the following conditions.

1. All applicable findings and conditions of case # FTZC08-5C shall remain in effect and are required to be met.
2. The monument sign must conform to the *Fountains of Fairfield Township Aesthetic Criteria Plan*.
3. Trustees authorize the Zoning Administrator to negotiate the minimum setback requirements, should be close to 50ft from Princeton Road ROW.
4. Sidewalks will need to be installed along the west and south perimeter of the property to extend to the existing sidewalk on Menards Boulevard.
5. Landscaping must be increased along the north and east side of the property, plans to be approved by the Zoning Administrator.
6. Since the business is located in Fairfield Township, all branding, and planning documents must say Fairfield Township.

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COMMUNICATION

- Sarah Fox-Linten, 6573 Kristine Dr.
- Lindsay McLaughlin, 6424 Gem Stone Dr.

CONSENT AGENDA

All items under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adopt Consent agenda.

YES: Mr. Berding, Mrs. Hartkemeyer

ABSENT: Mr. McAbee

A. Recommend motion to suspend reading of the minutes of the following meeting:

- a. Trustee Regular Meeting September 10, 2024
- b. CIC Meeting – September 10, 2024

B. Recommend motion to approve the minutes.

C. Recommend motion to approve payment of the bills by the Fiscal Office

YES: Mr. Berding, Mrs. Hartkemeyer

ABSENT: Mr. McAbee

MOTIONS – Consent Agenda Item

Motion by Mr. Berding, second by Mrs. Hartkemeyer to approve final PUD for FTZC24-3C with the 3 items listed as additional conditions.

YES: Mr. Berding, Mrs. Hartkemeyer

ABSENT: Mr. McAbee

RESOLUTIONS – Consent Agenda Items

- A. Resolution No. 24-132 approving open purchase order

FISCAL OFFICER REPORT – Shelly Schultz, Fiscal Officer

2nd half of RID payment came in totaling \$153,000 and our 2nd half property tax rollback \$342,000. That should wrap up the major income for the year. I will be working on the budget soon for 2025.

ADMINISTRATOR’S REPORT – Julie Vonderhaar, Administrator.

Safety Day at Home Depot; Home Depot has crafts for the kids and safety service

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comes out to be a part of the day.

COMMITTEE REPORTS

- A. Transportation Improvement District (TID) – Trustee McAbee,
- B. Emergency Management Agency (EMA) – Trustee Hartkemeyer, they are asking to increase the funding. What Fairfield Township pays for EMA is 39¢ per capita and that has been in place since 2010. Due to increases at EMA they are now looking at an increase of moving it to 55¢ in 2025 and 60¢ in 2027.
- C. Ohio, Kentucky, Indiana Regional Council of Government (OKI) – Trustee Hartkemeyer, Meeting this Thursday.
- D. CLOUT - Trustee Hartkemeyer, nothing at this time.

BOARD COMMENTS

Mr. Berding – Thank you to the girl Scouts for bringing this great idea to us.

ANNOUNCEMENTS

- Fairfield Chamber of Commerce Annual Meeting – Receptions in Fairfield – Thursday, October 10, 2024, 11 AM – 1 PM.
- Annual Coalition Dinner – Fairfield High School Community Room – Thursday, October 10, 2024, 5:30 PM – 8 PM.
- Solvita Blood Drive – Fairfield Township – Friday, October 18, 2024, 9 AM – 11 AM.
- Wreaths Across America Fun Run – Rose Hill Burial Park – Saturday, October 19, 2024, 9 AM.
- Halloween Movie Night – Heroes Park – Saturday, October 19, 2024, 7 PM – 10 PM.
- Veterans Day Celebration – Heroes Park – Friday, November 8, 2024, 10 AM.
- Offices closed for Veterans Day – Monday, November 11, 2024.
- Fairfield Township/City of Fairfield JEDD Meeting – Tuesday, November 12, 2024, 9 AM.
- Fairfield Township Board of Trustees Meeting – Tuesday, November 12, 2024, 7 PM.

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EXECUTIVE SESSION

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to hold Executive Session pursuant to ORC 121.22 (G) (1) to consider the discipline, appointment, employment, or compensation of a public employee or official.

President convenes executive sessions at 7:34 PM

President resumes regular meeting at 8:01 PM

ROLL CALL

Mrs. Hartkemeyer	Yes
Mr. Berding	Yes
Mr. McAbee	Absent

No action will be taken as a result of executive session.

ADJOURNMENT

Motion made by Mr. Berding, second by Mrs. Hartkemeyer to adjourn at 8:01PM.
All in favor.

Minutes submitted by:

Shelly Schultz, Fiscal Officer

Shannon Hartkemeyer, Trustee Chairperson

Michael Berding, Trustee Vice-Chairperson

Joe McAbee, Trustee