

**Minutes of the Urbana Board of Trustees Meeting
held Monday, May 2, 2022**

The Board of Urbana Township Trustees met on this date with Paul Wright, Roger Koerner, and Blair Stinson present. The minutes of the April 18, 2022 meeting and the April 28, 2022 special meeting were reviewed and accepted as presented. The Financial Status Reports were reviewed and accepted as presented.

Guests Present:

Dean Ortlieb, City of Urbana Fire Chief

Marcia Bailey

Ned Bailey

Trustees

Mr. Wright – Marcia, we will start with you.

Marcia Bailey – I am running for Champaign County Commissioner. I have over 40 years here in Champaign County in some form of government. (see attached) The economic development position was working with residents, businesses, and government. What I want to do is partner up everybody that we have here in the county. We have the comprehensive plan, but we don't have a community economic development plan.

Those are things that I want to take to the public. I want to have more transparency through the county website. They don't have the minutes available for the public to view and they should be able to view those.

Mr. Wright – Chief you are up.

Chief – I wanted to tell you about the Edgewood and Beech fire. That is still under investigation.

Also I appreciate you guys coming to the meetings that we have. The G402 meeting today Paul was at and I appreciate that.

The city is meeting this week to get you guys a proposal.

Blair – we are going to get some written questions to you chief we just haven't had a chance yet.

Chief – we will get that proposal to you next meeting.

Paul – ok thank you Chief.

Paul – Sean, what do you have for us.

Sean Tullis – Zoning Report and Cemetery

Sean – I need help with doing a lot split. Does anyone know how to do that? I haven't been able to find anything on that.

The Zoning Inspector went on to go through the attached report. (see attached)

Blair – the Gene Souders is Jade Souders on this list.

Sean – I need to have the attached documents uploaded on our website. I have it in a format to be uploaded.

Fiscal Officer – Email the packet to me and I will get it uploaded.

Sean – we just need to do it 10 days before the meeting, which would be next Monday.

Fiscal Officer – I will do it this weekend.

Regarding Art Arms request on report – Trustee Stinson indicated to call the school if the bus is turning around in their driveway. They may provide gravel since they are using the driveway.

Mr. Wright – just curious about the Buxton grave. It looks like it was filled with peat gravel. I am afraid that grass isn't going to grow.

Sean – I haven't given it any thought. I did notice it wasn't good ground and wasn't going to be good very long. We can get some topsoil.

Mr. Wright – on the same subject, Willard Howell's grave doesn't grow grass well.

Sean – well I bought some fresh grass seed because it doesn't sit well when it is old.

I will look about getting some topsoil.

Roger – some times, the potato soil is something good to get.

Blair – I bought topsoil from Michaels and it is good stuff.

Roger – I know and I don't know where they get it, but one of my neighbors got some pretty decent topsoil that comes from the fairgrounds. One more point, the good dirt that we have, we got that because I was on the building committee for the senior center.

Sean – the fair compost, who would I need to talk to?

Roger – one of the fair board members.

Roger – back to Jade Souders, I am not sure where that is.

Blair – It is west of where Lester Baum lived.

Roger – ok.

Sean – what is the minimum road frontage?

Roger – 150 feet for one acre.

Sean – I have some building permits of one acre “ish” and they have 150 feet.

Roger – some of them I am surprised that the health department let them put septic systems in there. And if they make them put mound systems in, that is really expensive.

Sean – That’s not my area, but it would be more expensive but makes sense.

Paul – one other thing, about the May dinner for the township association, is that all taken care of?

Roger – Amy Forrest is going to take care of that for us. In Good Taste is the business.

Employee Report

Richard McCain was absent.

Fiscal Officer

We need to discuss what rates we are going to propose to the city for the fire/ems contract. The fiscal officer provided the trustees with the average intake from the fire levy and forecast out for annual increases. Discussion ensued regarding contact of the city to determine who has the authority to negotiate for the city. The trustees noted concern that the township runs are 9% of the overall runs, but 25% of those runs are to Vancrest, a private business.

The fiscal officer noted that the fire/ems budget is \$2,720,755.00, and 9% of that total is \$244,867.95. Our contract for 2022 is \$249,280.00.

Mr. Stinson, moved, seconded by Mr. Koerner that the fiscal officer notify the city that the township is prepared to offer a ten year contract for fire and ems services at an increase of 1% per year. Roll call was as follows: Mr. Koerner, yes, Mr. Wright, yes, Mr. Stinson, yes.

The following bills were presented for payment:

Check No.	Date	Payee	Total Amount
	05/02/2022	Ohio Department of Taxation	\$167.85
	05/02/2022	US Treasury	\$1,246.70

Date of Request.

April 14, 2022

Logan-Union-Champaign Regional Planning Commission
c/o Aaron Smith
PO Box 219
East Liberty, OH 43319
aaronsmith@lucplanning.com

RE: Zoning Text Amendment Application, Urbana Township, Champaign County
Amendment topic: Reclassification of Zoning Map

Dear LUC Regional Planning Commission Committee Members:

The Urbana Township Zoning Commission met at 7:00 PM on April 14, 2022. During the meeting, amendments to the Zoning Resolution were initiated by motion of the Zoning Commission.

The amendments propose alterations to Zoning Map.

Description of Zoning Parcel Amendments.

The amendment proposes to reclassify to the zoning districts as depicted on the proposed map.

Included with this cover letter, you will find a copy of the existing zoning as it appears in the Zoning Resolution. Proposed changes are **bolded** and **struck**. Please refer to these attachments for further information.

Public Hearing.

The Urbana Township Zoning Commission of Champaign County, Ohio, will hold a public hearing concerning the proposed amendments at 8:00 PM on May 19, 2022, in the Urbana Township Hall.

Point of Contact.

Please consider me Urbana Township's point of contact for this matter. My contact information is below:

Daniel Rooney
DK 937-484-3051

Sincerely,

Daniel Rooney

Attachments.

Proposed Zoning Resolution Parcel Amendment(s)



Logan-Union-Champaign regional planning commission

Director: Bradley J. Bodenmiller

Zoning Parcel Amendment Checklist

Date: 4/14/22 Township: Urbana

Amendment Title: Zoning Map Reclassification

Notice: Incomplete Amendment requests **will not** be processed by our office. LUC Regional Planning Commission will return them to the requestor, stating the reason the amendment was not accepted.

Each Zoning Parcel Amendment change must be received in our office along with a cover letter, explaining the proposed zone change (s). All items listed below must be received **no later than 10 days** before the next scheduled LUC Regional Planning Commission Executive Board Meeting (which is the second Thursday of every month). It is recommended that a person who is able to provide further information on the amendment attend the Zoning and Subdivision Committee meeting to answer any additional questions that may arise.

Required Item:	Completed by Requestor:	Received by LUC:
Cover Letter & Checklist	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date of Request (stated in cover letter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Description of Zoning Parcel Amendment Change(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date of Public Hearing (stated in cover letter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Township point of contact and contact information for zoning amendment (stated in cover letter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parcel Number(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Completed Zoning Amendment Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Applicant's Name and contact information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Current Zoning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Proposed Zoning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Current Land Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Proposed Land Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Acreage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Zoning Text associated with proposed district(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contiguous and adjoining Parcel Information, including Zoning District(s)	<input type="checkbox"/>	<input type="checkbox"/>
Any other supporting documentation submitted by applicant	<input type="checkbox"/>	<input type="checkbox"/>
Non-LUC Member Fee, If applicable	<input type="checkbox"/>	<input type="checkbox"/>

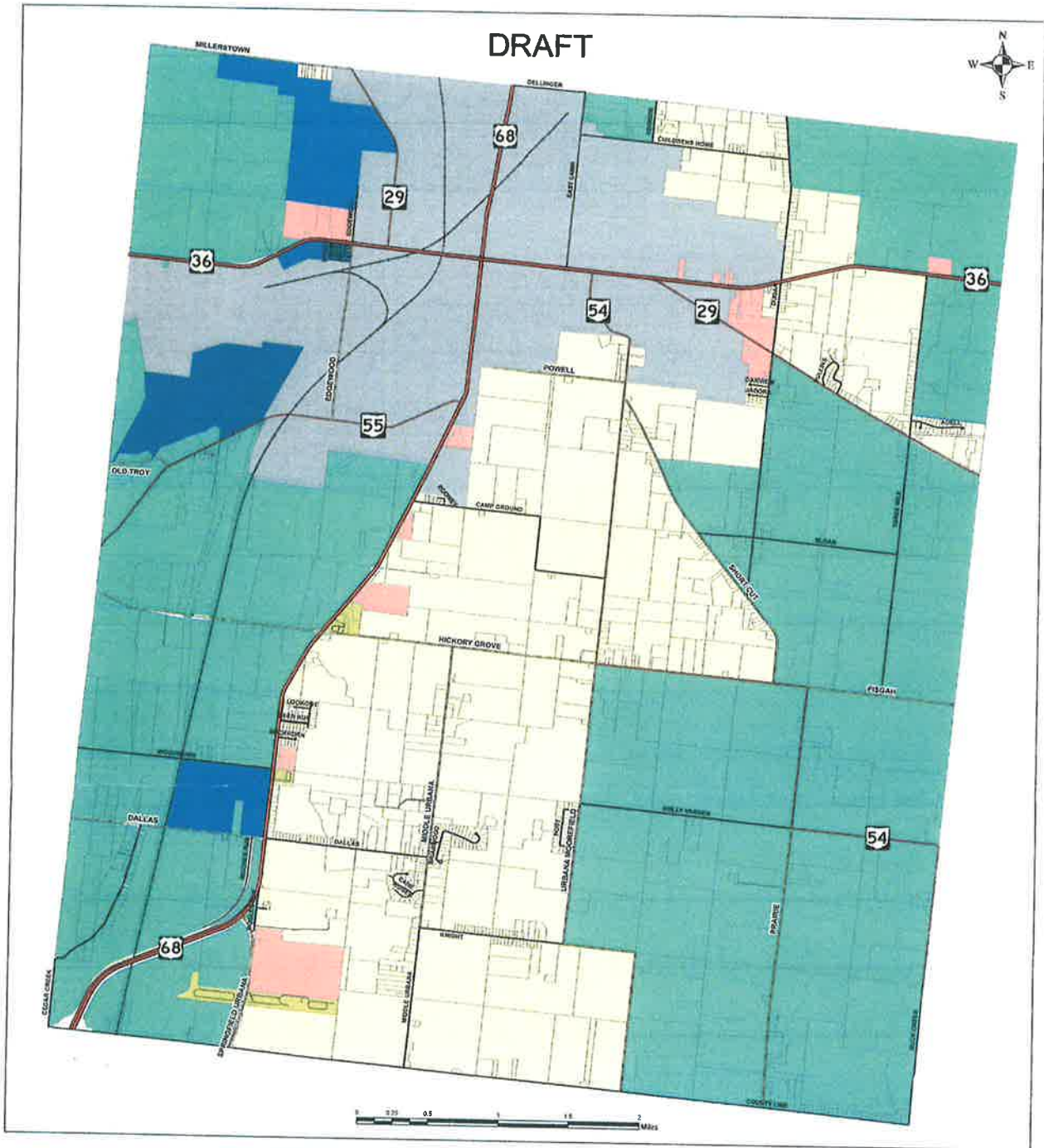
Additionally, after final adoption regarding this zoning parcel amendment, please provide LUC with a letter stating the results of the Trustees vote, along with a copy of the adopted parcel change (s).

Please see reverse side for a timeline of the Township Zoning Amendment Process, per ORC 519.12

10820 St. Rt 347, PO Box 219
 East Liberty, Ohio 43319
 • Phone: 937-666-3431 •

• Email: luc-rpc@lucplanning.com • Web: www.lucplanning.com

DRAFT



Zoning

- U-1
- R-1
- MD/R-3
- B-1
- M-1
- M-2
- City of Urbana

Roads

- Private
- State
- Township
- U.S. Route
- County
- Railroad

Official Zoning Map Urbana Township, Champaign County, Ohio

This is to certify that this is the Official Zoning Map referred to
in Section 700 of the Zoning Resolution of the Township of
Urbana, Champaign County, Ohio.

Date of Adoption

Chairman, Board of Trustees

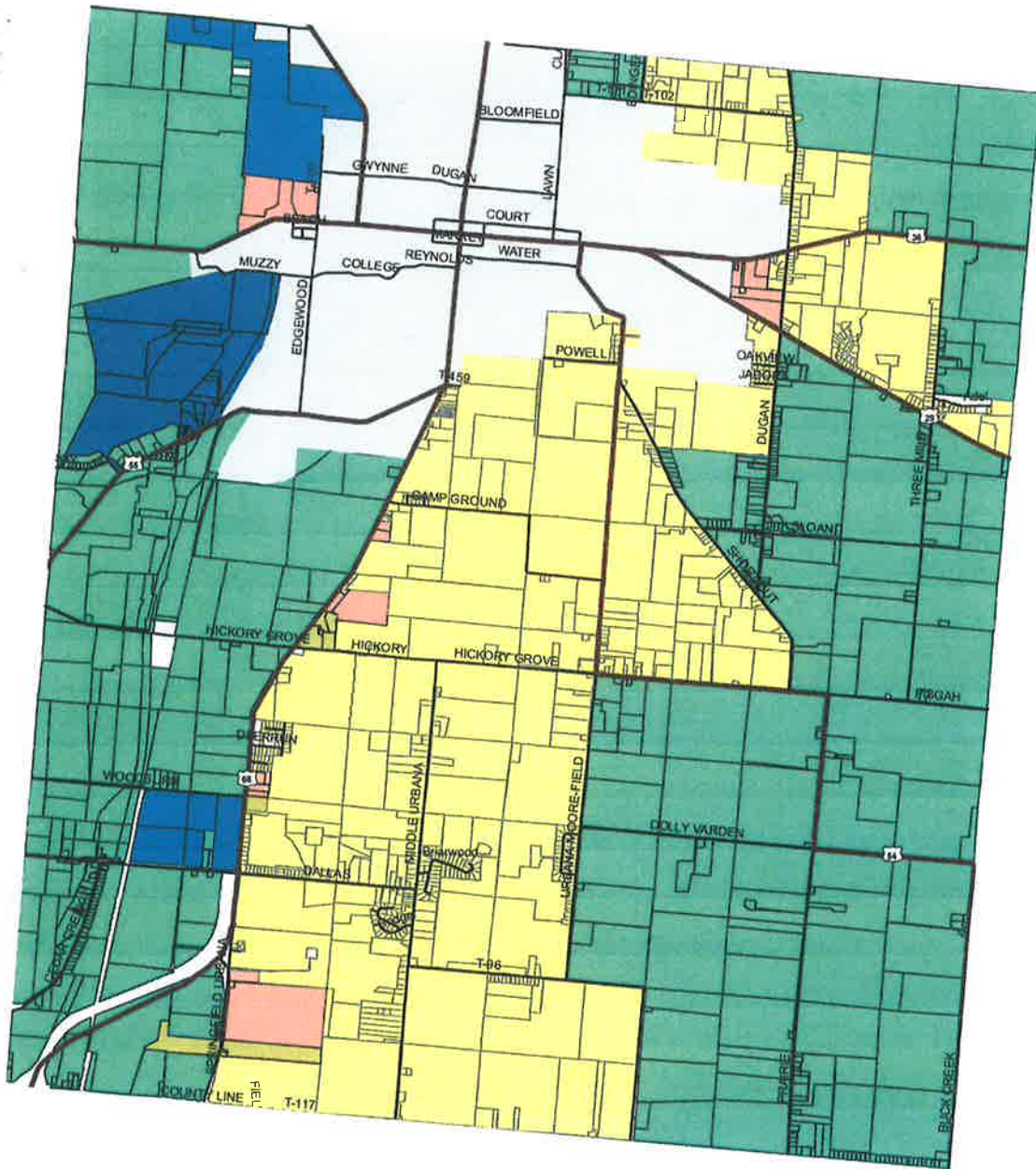
Fiscal Officer



**Logan-Union-Champaign
Regional Planning Commission**
10820 St Rt 347
East Liberty, OH 43318
(937) 866-3431

This map was prepared by LUC. Zoning information was provided by the Township, the party responsible for the accuracy and maintenance of this map.

Map Amended: 3/16/2022 (ACS)

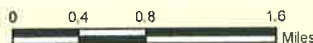


Legend

- Slate_Roads
- Local_Roads
- Zoning**
- Zoning**
- B-1
- M-1
- M-2
- MD
- R-1
- U-1
- Urbana

**Urbana Township
Champaign County
Zoning Map**

Based on Official
Zoning Map
Created on: August 2007
Revised:



9076 Foundry St
PO Box 219
East Liberty, OH 43319
Phone (637) 688-3431
Fax (637) 688-6203
E-mail: luo-rps@mtia.com

**URBANA TOWNSHIP
CHAMPAIGN COUNTY, OHIO**

ZONING RESOLUTION

ADOPTED: AUGUST 7, 2017

ARTICLE VIII – ESTABLISHMENT AND PURPOSE OF DISTRICTS

Section 800 Intent.

The following zoning districts are hereby established for the township. For the interpretation of this Resolution, the zoning districts have been formulated to realize the general purposes as set forth in the Preamble of this Resolution. In addition, the specific purpose of each zoning district shall be as stated.

Section 810 Rural District (U-1).

The purpose of the rural district is to provide land which is suitable or used for agriculture, conservation, very low density residential and public and quasi-public purpose. Very low density residential land use refers to farm housing units and isolated residential developments not requiring a major plat under the County's Subdivision Regulations. (A major plat consists of 6 or more lots). Some residential, commercial and industrial development may be permitted as conditional uses under Section 560.

Onsite water and sewer facilities are permitted provided such facilities comply with the County Health Department's regulations. Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

Section 811 Low Density Residential District (R-1).

The purpose of the low-density residential district is to provide land for single family dwelling units not to exceed four dwelling units per acre with a central sewerage system. This district shall also include land that is subdivided which requires a major plat under the County's Subdivision Regulations. (A major plat consists of 6 or more lots). Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

Section 812 High Density Residential District (R-3).

The purpose of the R-3 District is to permit the establishment of high-density multi-family dwellings not to exceed 16 dwelling units per gross acre. Single-family and manufactured dwellings are also permitted in this district. Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

Section 813 Service Business District (B-1).

The purpose of the B-1 District is to provide land for sales, service and repair establishments which require highway orientation or larger tracts of land not normally found in local business areas. A variety of convenience and shopping-type activities may be available in addition to service businesses. Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

Section 814 Light Manufacturing District (M-1).

The purpose of the M-1 District is to provide land for manufacturing or industrial type facilities which are relatively clean, quiet and free of objectionable elements such as noise, odor, dust, smoke, etc.; operate mostly within closed structures; and do not generate as much traffic as would be found in the heavy manufacturing district. Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

Section 815 Heavy Manufacturing District (M-2).

The purpose of the M-2 District is to provide land for major manufacturing, processing, storage, warehousing, mineral extraction, research and testing facilities, and similar operations. These activities usually require large sites, extensive community services, have large, open storage and service areas, generate greater industrial traffic than in the M-1 district, but create

no nuisances discernible beyond the district to any large extent. Specific permitted and conditional uses are listed on the Official Schedule of District Regulations.

OFFICIAL SCHEDULE OF DISTRICT REGULATIONS
Urbana Township,
Champaign County

ZONING DISTRICTS (Symbols as used on the Official Zoning Map)	ACCESSORY BUILDINGS			MINIMUM (MANDATORY) OFF-STREET PARKING SPACE	MINIMUM (MANDATORY) OFF-STREET LOADING SPACE	SIGNS PERMITTED	OTHER PROVISIONS AND REQUIREMENTS (Supplementary regulations, prohibitions, notes, etc.)
	Maximum Height (feet)	Minimum Distance in Feet To					
		Side lot line	Rear lot line				
1	17	18	19	20	21	22	23
U-1 RURAL DISTRICT	20	10	10	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*1,300 square feet for mobile dwelling
R-1 LOW DENSITY RESIDENTIAL DISTRICT	15	10	(5) 10 (10)	SEE ARTICLE XI	See ARTICLE XI	SEE ARTICLE XII	*1,300 for Mobile Homes.
MEDIUM DENSITY (MD/R-3) RESIDENTIAL DISTRICT	15	2	5	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations.
B-1 SERVICE BUSINESS	20	none	none	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to appropriate R district regulations. Non-residential use cannot be conducted closer than 40 feet to any lot line of a residential structure.
M-1 LIGHT MANUFACTURING	25	5	10	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations.
M-2 HEAVY MANUFACTURING DISTRICT	25	10	20	SEE ARTICLE XI	SEE ARTICLE XI	SEE ARTICLE XII	*Refer to R-1 District Regulations. **Non-residential use cannot be conducted closer than 40 feet to any lot line of a residential structure.

OFFICIAL SCHEDULE OF DISTRICT REGULATIONS
Urbana Township,
Champaign County

<u>ZONING DISTRICTS</u> (Symbols as used on the Official Zoning Map) 1	<u>PERMITTED USES</u> (Accessory uses and essential services are included) 2	<u>CONDITIONAL USES</u> (Permitted upon issuance of a Conditional Use Permit by the Board of Zoning Appeals) 3
U-1 RURAL DISTRICT	Agriculture; Very low density residential; animal hospital; clinic; agricultural products processing & sales; public use; quasi-public use; Home Occupation;	Kennel; Public service facility; Low & medium density residential*; Commercial & Non-commercial recreation; Service business; Light & heavy manufacturing; Signs; Mobile homes, Mobile Home Park.
R-1 LOW DENSITY RESIDENTIAL DISTRICT	Single-family housing; Public & quasi-public uses	Agriculture; Commercial & noncommercial recreation; home occupation; light manufacturing; Service business; Personal Services; Offices; Multi-Family Housing; Mobile homes in accordance with Section 1300; telecommunication towers;
MEDIUM DENSITY (MD/R-3) RESIDENTIAL DISTRICT	Single-family Dwelling, Public and Quasi-public Use	Multi-family Dwelling, Non-commercial Recreation, Home Occupation, Mobile home Park, Mobile homes Individually in Accordance with Section 1300, service Business, Personal Services
B-1 SERVICE BUSINESS	Service business; Drive-in business; Eating & drinking estab.; Commercial recreation; Animal Hospital, clinic; Transient lodgings; Hotel business; Offices; Personal services; Public & quasi-public uses; Single & multi-family dwellings*.	Wholesale & warehousing; Food processing; Printing & publishing; Transport terminals; Signs & advertising structures; Public & service facility; Adult Entertainment Facilities
M-1 LIGHT MANUFACTURING	Light manufacturing and related offices; Public and quasi-public uses; Very low residential*; Wholesale & warehousing; Mineral Extraction	Printing & publishing; Storage facilities; Transport terminals; Signs & advertising structures; Public Service facility;
M-2 HEAVY MANUFACTURING DISTRICT	Light & heavy manufacturing & related offices; Wholesale & warehousing; Printing & publishing; Transport terminals; Supply yards. Service business; Public & quasi-public uses. Very low residential*.	Signs & advertising structures; Mineral extraction; Junk storage & sales; Public service facility.

OFFICIAL SCHEDULE OF DISTRICT REGULATIONS
Urbana Township,
Champaign County

ZONING DISTRICTS (Symbols as used on the Official Zoning Map)	MINIMUM LOT SIZE			MAXIMUM PERCENTAGE OF LOT TO BE OCCUPIED (Principal and Accessory Buildings)	MINIMUM FLOOR AREA (Square Feet)	MAXIMUM HEIGHT OF (PRINCIPAL BUILDINGS)		MINIMUM YARD DIMENSIONS (feet)			
	Square feet/household		Frontage (Width) (Feet)			Stories	Feet	Front	Side Yards		Rear
	With On-Site Sewage Treatment	With Group or Central Sewage Treatment							One Side Yard	Sum of Side Yards	
1	6	6	7	9	10	11	12	13	14	15	16
U-1 RURAL DISTRICT	43,560		150	25%	1,300	2 1/2	35	50	20	40	30
R-1 LOW DENSITY RESIDENTIAL DISTRICT	43,560		150	25%	1,300	2 1/2	35	50 (35)	20 (10)	40 (20)	30 (30)
		10,800	80								
MEDIUM DENSITY (MD/R-3) RESIDENTIAL DISTRICT	14,520		90	30%	575	3	40	25	8	20	30
		2,700									
B-1 SERVICE BUSINESS	43,560	15,000	150 100	50%	none	3	40	30	none	none	20
M-1 LIGHT MANUFACTURING	43,560	15,000	150* 100	40%	none	4	50	50	10	30	30
M-2 HEAVY MANUFACTURING DISTRICT	130,000	40,000	200 150	50%	none	4	60	80	20**	50**	40**

Urbana Township Zoning & Cemetery Report

5-2-22 Zoning

1. I am going fishing 5-12-22 through 5-15-22 and will not be taking zoning calls.
2. Wrote a pond zoning permit for Amberly Caytin at 5577 Prairie Road 937-360-5308.
3. I told Chris Cook 937-360-5308 that he would have to meet with the county engineer about what will be required to expand the Adell Drive subdevelopment.
4. Gene Souders 937-869-2601 is going to put a 20'x30' pole barn in at 986 Hickory Grove Rd. He might split off a plot for his son to build a house.
5. Spoke with Chris Cook about expanding the subdivision on Odell Drive.
6. The next meeting for the zoning commission is 5-19-22 at 8:00 pm and will be a public meeting.
7. We need post, on our website, some LUC supplied info about the meeting. It is attached and consists 10 pages detailing the proposed changes to our zoning map.
8. Art Arms 937-215-3151 on East Lawn St. wanted the TWP to add gravel at the end of the drive because the school bus turns around there. I explained to him that the TWP does not have pile of gravel lying around. I told him that because it was a private drive the most likely the TWP could not help him but I would pass his request on to the trustees.
9. Anthony Anselmo is moving from Grove City to 4381 Briarwood Dr. He wants the TWP to ban fireworks because he has PTSD. I explained that the TWP was fairly rural and that we live out here to avoid some of the restrictions in bigger cities. I told him we when our meetings were held because he wanted to discuss it with the trustees. You are welcome. Lol!
10. Anita Nolabar 937-408-8960 called to complained about a vacant house at 3515 Singing Wind Way. She claimed there were squatters, discarded mattresses and trash lying around. I explained that she should call the sheriff's department about the squatters. She was upset because the house is an eyesore to her.
11. Sue Evans reported dumped furniture 5060 Buck Creek Rd.
12. Sherry Hall 937-367-0537 called to complain about dirt and silt building up on concrete runoff diverters at Timber Trail and Middle Urbana Rd.


5-2-22.1 Cemetery

1. I purchased 10 lbs of Green Velvet grass seed for Grandview.
2. 2nd burial on 4-30-22 for Fredrick Ray in P #314 G #2. Traditional burial, his wife will be buried on the right in G #3. #1 left available for a family member.
3. Rose Ray purchased 3 gravesites P #413 G #1,2,3 for \$575 each and a Saturday opening/ closing for \$925. Total of \$2,650.
4. Tony Swank is unable to pour all 12 footers at one time because of scheduling issues around Memorial Day and wet weather. He should be able to do 5 before the holiday and 7 after it. I have marked out the 3 sand footers, Jessica Cout's grave and the Brandeberry footer removal and replacement. Hopefully he we get them done this week.
5. I need to meet with Ron Millington 937-206-4775 to discuss him planting a tree on one of the gravesites his family owns. He was given permission on his deed.


19648	05/02/2022	City of Urbana	\$69.13
19649	05/02/2022	OPERS	\$1,959.96
19650	05/02/2022	Lantz Sales	\$1,331.19
19651	05/02/2022	Autozone	\$55.38
19652	05/02/2022	Champaign County Township Assn	\$490.00
19653	05/02/2022	CT Communication	\$128.97
19654	05/02/2022	Sean M. Tullis	\$35.40
Total			\$5,484.58

Mr. Stinson moved, seconded by Mr. Koerner that the bills were approved.
Roll call was as follows: Mr. Koerner, yes, Mr. Wright, yes, Mr. Stinson, yes.

Being no further business, Mr. Stinson moved to adjourn the meeting seconded by Mr. Koerner.



Trustee Paul Wright, President



Sandi Perry, Fiscal Officer