



**Planning Commission**  
**March 17, 2026 - 6:00 PM**  
**233 South Main Street, Monroe, Ohio**

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**Call to Order**

**Roll Call**

**Election of Officer Positions**

**Approval of Minutes**

- November 18, 2025 Planning Commission Meeting Minutes

**Old Business**

**New Business**

- Case No. 2026-3-1—Community Investment Area (CRA) Housing Council Appointment
- Case No. 2026-3-2— Public Hearing—Consideration of a Zoning Map Amendment for Project Shakti

**Administrative Reports**

**Adjournment**



**Planning Commission  
November 18, 2025  
233 South Main Street, Monroe, Ohio**

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***Call to Order***

Mr. Duckworth, Chair, called the meeting to order at 6:00 p.m.

***Roll Call***

Planning Commission members present: Andrew Hall, Robert Duckworth, Christina McElfresh, Matt Frye.

Members absent: Debbie Hagedorn

Mrs. McElfresh moved to excuse Mrs. Hagedorn from tonight's meeting. Seconded by Mr. Hall. Voice vote. Motion carried.

Staff members present: Tom Smith, Development Director; Kameryn Jones, Assistant Development Director; Jameson Cole, Planner; Michelle Layman, Planning and Zoning Specialist.

***Approval of Minutes***

Mrs. McElfresh moved to approve the minutes from the October 21, 2025, Planning Commission meeting; seconded by Mr. Frye. Voice vote. Motion carried.

***Old Business***

None

***New Business***

**Mr. Duckworth opened the public hearing for Case No. 2025-11-8- Consideration of a Zoning Map Amendment for Properties Located on Greentree Road.**

Mr. Duckworth stated the request will be presented by Staff. Following this presentation, anyone wishing to speak in favor of the proposal will be given an opportunity to speak. After all proponents have spoken, the opponents will be given an opportunity to present their case. Speakers are asked not to repeat the same ideas which have been previously presented but indicate that they agree with a previous speaker. All persons speaking are subject to cross examination and must be sworn. Planning Commission has the opportunity to question any speaker after they have completed their presentation. Once



the public hearing is closed, individual speakers have no right to comment during discussion by the Planning Commission.

Mr. Duckworth asked that all those wishing to speak during this public hearing (including staff) to stand and raise their right hand to be sworn in.

Having been sworn in, Mrs. Jones presented the background as follows:

- Eli Krafte-Jacobs has submitted application for a Zoning Map Amendment regarding properties located on Greentree Road.
- The request is to rezone the properties from NC Neighborhood Conservation to RR Rural Residential.
- The total acreage of the 15 involved parcels is 37.3 acres.

Mrs. Jones reviewed a map of the area requesting rezoning.

Mrs. Jones presented the review criteria as follows:

Zoning Map Amendment Review Criteria:

- Common Review Criteria. All applicable common review criteria as denoted in Table 1207.07-1, Common Review Criteria;
- Changing conditions. The proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designation were established;
  - Mrs. Jones reviewed the future land use map and stated the Common Review Criteria requirements had been met.
- Impact Mitigation. The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues;
- Community Need. Whether the proposed amendment addresses a demonstrated community need;
  - Mrs. Jones stated the Impact Mitigation and Community need requirements had been met.
- Strategic Objectives. The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives; and
- No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.
  - Mrs. Jones stated the Strategic Objectives and No Single Factor and Case Determination requirements had been met.

Mrs. Jones stated no public comments had been received.



Mrs. Jones stated there were no department comments.

Mrs. Jones reviewed the staff recommendation as follows:

- Staff recommend Planning Commission make a recommendation for approval to City Council regarding this application.

Mrs. Jones presented the following exhibits to Planning Commission:

- Application for Zoning Map Amendment
- Proof of publication
- Proof of notification being sent to surrounding properties
- Applicable code sections
- Copy of staff report

Mr. Hall moved to accept the documents for the record; seconded by Mr. Frye. Voice vote. Motion carried.

Mrs. McElfresh moved to close the public hearing; seconded by Mr. Hall. Voice vote. Motion carried.

Mr. Duckworth asked for any proponents who wished to speak to come forward. Mr. Eli Jacobs came stated he was there to represent the property owners and to answer any questions Planning Commission may have.

Mr. Duckworth asked for any opponents who wished to speak to come forward. No one wished to speak.

Mrs. McElfresh stated she feels this change makes sense.

Mr. Hall moved to recommend approval to City Council regarding Case No. 2025-11-8 Consideration of a Zoning Map Amendment for Properties Located on Greentree Road. Seconded by Mr. Frye. Roll call vote. 4 ayes. Motion carried.

**Mr. Duckworth opened the public hearing for Case No. 2025-11-9- Consideration of a PUD Amendment to the Mount Pleasant Planned Unit Development.**

Mr. Duckworth stated the request will be presented by Staff. Following this presentation, anyone wishing to speak in favor of the proposal will be given an opportunity to speak. After all proponents have spoken, the opponents will be given an opportunity to present their case. Speakers are asked not to repeat the same ideas which have been previously presented but indicate that they agree with a previous speaker. All persons speaking are subject to cross examination and must be sworn. Planning Commission has the opportunity to question any speaker after they have completed their presentation. Once



the public hearing is closed, individual speakers have no right to comment during discussion by the Planning Commission.

Mr. Duckworth asked that all those wishing to speak during this public hearing (including staff) to stand and raise their right hand to be sworn in.

Having been sworn in Mr. Cole presented the background as follows:

- Adam Fait on behalf of Ohio Living submitted application for an amendment to the existing Mount Pleasant Planned Unit Development.
- The applicant seeks an amendment to the PUD Master Development Plan related to the phasing of the remaining underdeveloped land.
- The applicant seeks to modify phases 4 and 7 of the development plan regarding two 20-unit buildings. The two buildings that were to be constructed in Phase 4 are now proposed to be built as part of phase 7.
- The PUD is approximately 92.65 acres, with approximately 22.5 acres remaining undeveloped.

Mr. Cole reviewed a map of the area in question as well as photos explaining what the neighboring land is zoned.

Mr. Cole reviewed the Master Development Review Criteria as follows:

- Master Development Plan Review Criteria:
  - Site Layout- The development is laid out in an efficient manner relative to its context and location (natural and built environments) and designed to achieve the aims of a compact, highly walkable environment;
  - The design of buildings, circulation, hardscape, and landscape areas help to establish functionality, visual interest, aesthetic appeal, and a unique identity for the development including human-scale amenities, integration of civic spaces for public interaction, and protection from the environmental elements;
    - Mr. Cole stated this request meets the stated criteria.

Mr. Cole stated the review criteria as follows:

- Phasing. The development is phased in a manner that assures an adequate mixture of residential and non-residential land uses and allows for transition from the early phases to completion, relating to the intensity of uses and parking; and
- Single Site Design. All properties within a single site must be contiguous and immediately adjacent to one another or be the subject of additional development plans and filing fees.
  - Mr. Cole stated this request meets the stated criteria.

Mr. Cole reviewed the department comments as follows:

- Fire Department:

- Emergency access is required for circulation of emergency vehicles until the road is complete with the remaining phases.
- Fire reserves the right to comment during future submittals.
- Police Department:
  - No comment at this time.
- Engineering/Public Work Department:
  - The section of the emergency access road crossing the creek cannot be built as a temporary structure and will need to be permanent.
  - Public Works and Engineering will comment further during future submittals.

No public comment was received as of November 18, 2025.

Mr. Cole presented staff's recommendation as follows:

- Staff recommends Planning Commission make a recommendation for approval to City Council regarding this application with the following conditions:
  - An emergency access road will be constructed to connect both sections of Seminary Drive with the development of Phase 4.
  - The section of the emergency access road crossing the creek shall be designed and constructed as a permanent structure as approved with Phase 4 construction plans.
  - All department comments shall be addressed in a revised submittal prior to City Council approval.

Mr. Cole presented the following exhibits to Planning Commission:

- Application for PUD Amendment
- Proof of publication
- Proof of notification being sent to surrounding properties
- Applicable code sections
- Copy of staff report

Mr. Duckworth asked for any proponents that wished to speak to come forward.

Mr. Jake Blackburn came forward to speak. He stated he is here to answer any questions Planning Commission has.

Mr. Duckworth asked Mr. Blackburn to elaborate on the reason behind Phase 4 and Phase 7 based on current market demand. Mr. Blackburn stated the client wanted to develop more single-family homes at this time.

Mr. Hall asked how many single-family homes are in Phase 4. Mr. Blackburn referred to the map.



Mr. Duckworth asked if the emergency access road would be temporary gravel. Mr. Blackburn stated it would be.

Mr. Hall asked if that road could stay temporary if future development doesn't take place. Mr. Blackburn stated he believed it could remain temporary through Phase 5.

Mr. Duckworth asked for any opponents who wished to speak to come forward. No one came forward.

Mrs. McElfresh moved to accept the documents submitted for the record; seconded by Mr. Frye. Voice vote. Motion carried.

Mrs. McElfresh moved to close the public hearing; seconded by Mr. Frye. Voice vote. Motion carried.

Mrs. McElfresh stated she sees no issue with this change.

Mr. Hall moved to recommend approval to City Council regarding Case No. 2025-11-9- Consideration of a PUD Amendment to the Mount Pleasant Planned Unit Development with the following conditions:

- An emergency access road will be constructed to connect both sections of Seminary Drive with the development of Phase 4.
- The section of the emergency access road crossing the creek shall be designed and constructed as a permanent structure as approved with Phase 4 construction plans.
- All department comments shall be addressed in a revised submittal prior to City Council approval.

Seconded by Mr. Frye. Roll Call Vote. 4 ayes. Motion carried.

**Mr. Duckworth opened the public hearing for Case No. 2025-11-10- Consideration of a Zoning Map Amendment and Planned Unit Development for Cornerstone Monroe Farm.**

Mr. Duckworth stated the request will be presented by Staff. Following this presentation, anyone wishing to speak in favor of the proposal will be given an opportunity to speak. After all proponents have spoken, the opponents will be given an opportunity to present their case. Speakers are asked not to repeat the same ideas which have been previously presented but indicate that they agree with a previous speaker. All persons speaking are subject to cross examination and must be sworn. Planning Commission has the opportunity to question any speaker after they have completed their presentation. Once the public hearing is closed, individual speakers have no right to comment during discussion by the Planning Commission.



Mr. Duckworth asked all those wishing to speak during this public hearing (including staff) to stand and raise their right hand to be sworn in.

Having been sworn in Mrs. Jones presented the background as follows:

- Bridge Development Group has submitted application for a Zoning Map Amendment and Planned Unit Development for two parcels located northeast of State Route 63 and Cincinnati Dayton Road.
- The applicant seeks to rezone the area from UR Urban Residential and GC General Commercial to Urban Residential and GR General Residential with a Planned Unit Development overlay for the 84.5-acre project area.
- The application is for a 600-unit residential development consisting of single-unit detached homes, attached single-unit homes, and multi-unit homes.

Mrs. Jones reviewed an overhead map of the property and zoning map.

Mrs. Jones reviewed the landscape plan and examples of the different housing types being offered.

Mrs. Jones stated the total units is 600 with 250 being multi-unit attached, 45 townhouse, 129 single-unit detached, and 166 multiplex units. Mrs. Jones stated that under the GR General Residential zone, single-unit detached, single-unit attached/duplex, and townhouse are permitted with 6-8 units per acre lot. She stated that under the UR Urban Residential zone it would not permit single family detached but would permit single-unit attached, duplex, townhouse, multiplex, cottage court, and multi-unit attached with 20 units per acre lot. She also stated the request from BDG would total 600 units where the current zoning code would allow for 1600 units, roughly.

Mrs. Jones stated this case considers two applications:

- Rezone from UR (81.312AC) and GC (3.23 AC) to approximately 54.10 AC General Residential and 30.44 AC Urban Residential.
- Requested for Planned Unit Development (PUD)

Mrs. Jones stated the applicant seeks to utilize the PUD process for flexibility from code requirements such as minimum setbacks and building type adjustments. Through this process, Planning Commission is authorized to require additional amenities, design features, or other elements above and beyond minimum code standards.

Mrs. Jones presented the review criteria as follows:

- Common Review Criteria. All applicable common review criteria as denoted in Table 1207.07-1, Common Review Criteria;
- Changing Conditions. The proposed amendment correct an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designations were established;

Mrs. Jones reviewed the future land use map.

Mrs. Jones reviewed Advance Monroe 2040 stating the developer meets the following criteria:

- Housing diversity- styles, price points, sizes
- Promote common open space with gathering areas and connectivity via sidewalks and trails
- Residential development in the center of Monroe
- Prioritize residential development near Downtown, Community Park, and Monroe Bicentennial Commons.

Mrs. Jones stated the request meets the Zoning Map Amendment Review criteria pertaining to the Common Review Criteria.

Mrs. Jones reviewed the Zoning Map Amendment Review Criteria as follows:

- Impact Mitigation. The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues;
- Community Need. Whether the proposed amendment addresses a demonstrated community need;
- Strategic Objectives. The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives; and
- No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.

Mrs. Jones stated the request meets or is neutral regarding the Zoning Map Amendment Review criteria pertaining to the Impact Mitigation, Community Need, Strategic Objectives, and No Single Factor and Case Determination.

Mrs. Jones reviewed the Planned Unit Development Criteria as follows:

- Balanced Community. A variety of housing types, employment opportunities, or commercial services to achieve a balanced community;
- Arrangement of Land Uses. An orderly and creative arrangement of all land uses with respect to each other and to the entire community;

Mrs. Jones stated the request meets the Planned Unit Development criteria pertaining to the Balanced Community and the Arrangement of Land Uses.

Mrs. Jones reviewed the proposed modifications as follows:

- Townhouse Lot Width
  - Current code=30 FT, Request=24 FT
- Townhouse Setbacks (between structures)
  - Side yard- Current code=5 FT, Request = 0 FT
  - Applicant has clarified the intent is to have 10 FT between structures.
  - Rear yard- Current code=20 FT, Request= 10 FT
- Current code only permits townhouse product parking in the rear. Applicant requests frontload townhouses.
- Multiplex
  - The multiplex product as shown includes front-loaded garages. The current code does not include front-loaded parking for multiplex product.
  - The multiples product may only have one entrance visible from the public ROW (impacting 8 units)
- Multiplex Setbacks
  - Rear yard-Current code= 30 FT, Requested= 15 FT
- Maximum Block Length
  - Exceed the maximum block length of 800 FT

Mrs. Jones reviewed the proposed offsets as follows:

- Open Space
  - The applicant has indicated 35% open space, which significantly exceeds the 20% required for residential PUD developments.
- Internal Sidewalks
  - The multiplex area outlines internal pathways connecting the rear-loaded multiplex units for additional connectivity.

Mrs. Jones stated the potential offsets for Planning Commission's consideration might include:

- Formal open space
- Architectural requirements for home types
- Landscaping

Mrs. Jones reviewed the Planned Unit Development Review Criteria as follows:

- Comprehensive Transportation System. A planned and integrated comprehensive transportation system providing for a separation of pedestrian and vehicular traffic, that shall include facilities for roadways, trails, and pedestrian walkways;
  - Mrs. Jones stated the pedestrian walkways and trails are already incorporated into the plans. She also stated that a clubhouse and playground area are shown in the plans.
- Cultural or Recreational Facilities. The provisions of cultural or recreational facilities for all segments of the community;
  - Mrs. Jones stated the site has many topography issues, but that the developers' plan is to build around the existing streams.

- Relationship to Natural and Built Environment. The location of general building envelopes to take maximum advantage of the natural and built environment;
- Public Utilities, Facilities, and Services. The staging of development in a manner that can be accommodated by the timely provision of public utilities, facilities, and services.
  - Mrs. Jones stated the plan does show two access points into the subdivision which are required by the City.

Mrs. Jones reviewed the department comments as follows:

- Fire Department- Fire reserves the right to comment during future submittals.
- Police Department- No comment at this time. Police reserves the right to comment during future submittals.
- Engineering/Public Work Department:
  - A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer.
  - An 11 FT shared use path be shown along the north side of Overbrook Drive from Cincinnati Dayton Road to the western edge of proposed parcel Lot 1.
  - Full engineering feedback is included in a separate attachment.

Mrs. Jones reviewed the process and next steps with Planning Commission.

Mrs. Jones presented the staff recommendation as follows:

- Planning Commission acts as a recommending body to City Council regarding Planned Unit Developments.
- Planning Commission may table the application, recommend approval, or recommend denial of the application.
- Planning Commission shall discuss and make a recommendation on the proposed rezoning as well as the requested PUD in terms of requested waivers and areas of flexibility as well as any additional conditions in accordance with the amenity offset provision.
- Staff recommends Planning Commission incorporate the following conditions:
  - Formal open space be increased to no less than 5% of the gross project acreage; has been addressed already
  - Sidewalk widths, where deficient, be revised to meet minimum code standards. The applicant has addressed this item.
  - The pedestrian connection on the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 be increased to an 11 FT shared use path. The applicant has addressed this item.

- The internal path network labeled “7 FT natural path” be revised to no less than 8 FT wide and be constructed of asphalt or concrete; agreed to extend to 8 FT but still need to address the materials being used.
- The applicant understands an alternate street tree location plan will be required, including proposed private streets, at preliminary plat submittal.
- A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer.
- The final design and location of the northern North Main Street access point will be determined prior to preliminary plat submittal through the design process with approval by the City Engineer.
- All other department reviews attached, and including the pending Traffic Impact Study, be addressed as approved by staff.
- All other department staff comments be addressed prior to Council approval.

Mr. Hall asked for clarification on the zoning of surrounding properties. Mrs. Jones reviewed this.

Mrs. McElfresh asked how long this property has been for sale. Mrs. Jones stated she is unsure how long it has been for sale, but that the current owner has had possession possibly since 2010. It was zoned light industrial and then changed to residential. Mrs. Jones stated the zoning has been residential since the 2024 code update.

Mr. Frye asked to review the proposed modifications.

Mrs. McElfresh asked if there were any wetlands on the property and if they would be negatively impacted by the proposed project. Mrs. Jones stated there are regulations beyond the local level that are required to be met.

Mr. Duckworth asked for clarification of where the walking path will lead to.

Mrs. McElfresh asked about access to State Route 63.

Zach Rodenbarger spoke on behalf of the applicant. He stated there is mutual alignment between their plan and the Monroe Comprehensive Plan. Mr. Rodenbarger stated on page 66 of the plan #7 states “Encourage the development of a new neighborhood north of State Route 63 and east of Cincinnati Dayton Road.” This aligns with their plan as it creates additional housing units and housing types to attract new residents and provide additional choices as existing residents’ housing preference change.

Mr. Rodenbarger stated the PUD zoning request:



- Split the site between GR & UR zoning districts
- Residents could move within the neighborhood
- Achieve state community need & objectives

Mr. Rodenbarger reviewed the PUD concept design as follows:

- 129: Single Family Homes
- 45: Townhomes
- 166: Multiplex Units
- 260: Multifamily Units

Mr. Rodenbarger stated three of the four housing types being requested are already allowed per the current zoning. He also stated that with this request of combining General Residential and Urban Residential it will reduce the total permitted density allowing detached housing, and encourage a more balanced community.

Mr. Rodenbarger stated their plan includes a neighborhood walking path that is nearly 2 miles of linked path.

Mr. Rodenbarger reviewed the highlights of the Developments Plan as follows:

- Catalyst for Downtown Monroe
  - Community growth (more homes helps with attracting new businesses)
- Variety of housing for diverse demographics
- Stated need for multifamily and rental options
- Residential encourages further community investment
- Accomplish Comprehensive Plan goals and future land use

Mr. Rodenbarger stated the current Zoning and Comprehensive Plan allow for 1,700 units on this parcel. They are suggesting less than 35% of that total (600 units). He also stated their plan allows for diversity of housing. Mr. Rodenbarger also stated he is aware traffic and safety are an issue on State Route 63. Their plan includes planned roadway improvements.

Mr. Rodenbarger discussed the setbacks for the townhomes, addressing questions pertaining to how much space would be between each block of three or five. He stated there would be around 10 feet between each townhome unit. Mr. Rodenbarger stated most of the homes would have a 20-25 foot setback but some would have 15-17 foot setback. The proposal said 10 feet setback to ensure there would be enough space after the final civil engineering review takes place.

Mr. Rodenbarger discussed the natural path being proposed. He stated he realizes our zoning code requires asphalt or concrete but feels this is a nice way to use a more natural material. He stated that the compacted limestone material is utilized throughout forest preserves, it is durable and aesthetically pleasing, used for regional bike trails and recreational paths, and is a good alternative to sidewalks.

Mr. Rodenbarger stated the apartments will be 1-2 bedrooms and reviewed the proposed amenities.

Mr. Rodenbarger discussed the multiplex housing unit stating 65 of them will be 2 bedroom, 94 will be 3 bedroom, and 7 will be four bedroom and also discussed the proposed amenities.

Mr. Rodenbarger reviewed the concept as a whole stating there will be open space, gathering areas, community playgrounds, natural wetlands, two miles of walking trails, pickleball courts, and resort style pool and fitness center for both the multiplex and apartment communities.

Mr. Rodenbarger stated the plan aligns with the community needs and strategic objectives as it:

- Provides a mix of housing types and price points so residents can remain in Monroe throughout different life stages.
- Promotes smaller lot development with high-quality materials
- Enhances pedestrian connectivity throughout the neighborhood
- Offers a variety of styles, types, and densities
- Incorporates a mix of lot sizes and housing types

Mr. Hall asked if there would be an option for an auxiliary parking lot for people outside of the community to utilize the walking path. Mr. Rodenbarger stated he isn't sure where that would go based on the current concept.

Mrs. McElfresh asked who the builders on this project will be. Mr. Rodenbarger stated they have not been finalized yet.

Mrs. McElfresh asked for clarification on what areas are rentals. She also asked what the buildout time frame would be. Mr. Rodenbarger stated for phase one approximately 18 to 24 months and for phase 2 20-48 months.

Mrs. McElfresh asked for clarification of sidewalk placement.

Mr. Duckworth asked for clarification on crosswalk placement near the apartments.

Mrs. Jones presented the following exhibits to Planning Commission:

- Application for Zoning Map Amendment
- Application for PUD
- Proof of publication
- Proof of notification being sent to surrounding properties
- Applicable code sections

- Copy of staff report

Mrs. McElfresh stated she feels the limestone sidewalk is a maintenance issue and asked who will maintain that area stating she thinks it is a sustainability issue. Mr. Rodenbarger stated there will be an HOA to maintain the area.

Mrs. McElfresh asked for clarification of the buffering along the backside of the development, near the commercial area. Mr. Rodenbarger stated the area is 45 feet wide and that there is around 45-50 feet of additional space before the actual homes. Mr. Rodenbarger also noted a hill that could act as a buffer in that specific area.

Mrs. McElfresh asked where the power lines will be located. Mr. Rodenbarger reviewed the location of the powerlines and stated none will go over this development.

Mrs. McElfresh asked Mr. Rodenbarger if they would be willing to move forward with the project without the modifications they have asked for being met. Mr. Rodenbarger stated they would not be able to move forward.

John Nierzwicki with Contour Land Group reviewed the buffer area stating they are trying to maintain as much as the natural buffer that is already there as possible.

Mr. Nierzwicki stated there is an elevation change from the southeast corner to the northeast corner of the property of around 100 feet. Mr. Nierzwicki reviewed the history of the area.

Mr. Nierzwicki stated that from a growing development perspective this plan is an opportunity to do something different that will look nice and highlight the natural environment.

Mr. Nierzwicki also reviewed the limestone material that is being proposed for the walking trail.

Mr. Nierzwicki stated they are working to maintain the federally regulated waterways. He also stated there are some areas that are not federally regulated but that they will meet all jurisdictional requirements for those areas.

Mrs. McElfresh stated she is concerned with the neighboring properties and that she doesn't want this development to impact them negatively. Mr. [Nierzwicki](#) stated they will be following all regulations from the respective jurisdictions and that they will obtain all necessary permits.



Mr. Hall asked where a traffic light is proposed to go. Mr. Rodenbarger stated it would go at the southern entrance at Overbrook and North Main Street and the development does not connect directly to State Route 63.

Mr. Frye asked what the widths of the streets in the proposed development will be. Mr. Rodenbarger stated they are currently 66 feet wide. Mr. Rodenbarger stated most of the streets in the development will be public.

Mr. Duckworth brought up the issue some residents have voiced regarding water pressure. Mr. Nierzwicki reviewed the current water system and the possible changes that could be made to prevent future issues.

Darlene Richey came forward to speak as an opponent to the project. Ms. Richey brought up concerns about the possibility of schools being overcrowded, the traffic and safety on Cincinnati Dayton Road and State Route 63, the possibility of issues with the train crossing on Cincinnati Dayton Road and about losing the "small town" feel.

Jordan Brown came forward to speak as an opponent to the project. Mr. Brown stated he agrees with what Ms. Richey stated. Regarding sound, Mr. Brown stated he works near the project site and that his company has trucks that run 24 hours a day. He stated there is a lot of noise from his company.

Another member of the audience came forward to speak as an opponent to the project. The gentleman asked if anyone from the Monroe school board was attending the meeting. The Planning Commission stated there wasn't. The gentleman stated his issues are school overcrowding and the traffic that will be produced by this project. He also stated he believes the facts of the traffic study should be reviewed prior to approval.

Mrs. McElfresh moved to accept the documents submitted for the record; seconded by Mr. Frye. Voice vote. Motion carried.

Mrs. McElfresh moved to close the public hearing; seconded by Mr. Frye. Voice vote. Motion carried.

Mr. Duckworth asked why the apartment style housing only has 1- or 2-bedroom options. Mr. Rodenbarger stated the apartment style housing is an option to accommodate different resident needs. Mrs. McElfresh stated Monroe does not currently have a lot of this style of housing to offer.

Mr. Duckworth asked for price points. Mr. Rodenbarger stated the townhomes would probably start around \$300,000 and the single-family homes would start between \$350,000 and \$450,000.



Mr. Duckworth stated he is not 100% on board with the proposed compacted limestone path. Mr. Hall stated Planning Commission needs to discuss whether or not they should allow developers to change existing standards.

Mr. Hall stated Planning Commission is aware of the issue regarding school overcrowding but that this cannot be a factor when considering this project.

Mrs. McElfresh asked staff if the schools are aware of this project. Tom Smith, Development Director, stated the schools are aware of the project. Mr. Smith stated the superintendent attended the City Council meeting last week and stated the growth is good and will not affect enrollment.

Mrs. McElfresh stated, regarding accommodations to the zoning code, she believes there are several issues for this parcel of property including what could be developed there, the cost to develop on this property, and the topography issues. She stated she believes this is why this area was changed to residential in 2024. Mr. Smith agreed, stating once the zoning was changed the owner had an offer within six months.

Mr. Frye stated he likes the mixture of housing styles. He asked if the housing types could be integrated within the development.

Mr. Hall stated the developer is asking to change the northern section of the property to General Residential to allow for single-family homes and townhomes. Mr. Rodenbarger mentioned that within this community, residents would be able to age in place.

Mr. Hall stated Planning Commission needs to decide which accommodations they will allow, if any. Mr. Hall mentioned the walking path width. Mrs. Jones stated this has already been addressed with the developer along with the formal open space being increased but stated more discussion is needed pertaining to what will be in that formal open space. Mrs. Jones stated the developer corrected all the sidewalk widths to meet minimum code standards. Mrs. Jones stated the developer has increased a portion of the shared use path to 11 feet. Mrs. Jones stated the internal path that was proposed at 7 feet has been increased to 8 feet, but that Planning Commission will need to make a decision regarding the materials used to build the path.

Mrs. Jones reviewed the proposed modifications stating the developer is asking for a 24 FT lot width for the townhouse style homes instead of the required 30 FT lot width. She also stated that regarding setbacks the developer is asking for the townhouse style homes to have a side yard setback of a 0 FT and a rear yard setback of 10 FT. Currently code requires a 5 FT setback for side yards and 20 FT setback for rear yards. Mrs. Jones went on to say most of the homes will have a 15-20 FT setback, stating only a few



homes may have a 10 FT setback based on their location. Mr. Rodenbarger clarified the reason for asking for a 10 FT rear yard setback.

Mrs. McElfresh asked what the buffer area size is between the residential and rentals. Mr. Rodenbarger stated it is 15 FT. Mr. Rodenbarger also clarified the size of the rear yards.

Mrs. McElfresh stated she feels the proposal from the developer is fair considering the complex nature of the property. Mrs. McElfresh said she would like the proposed limestone walking path to meet our current regulations.

Mrs. Jones stated Planning Commission needs to be clear on their recommendation pertaining to the limestone walking path and they need to consider any additions to the plans they wish to see.

Mrs. McElfresh stated she is worried about the noise and would potentially like a sound engineer to complete a sound study. Mrs. Jones stated this request can be included in Planning Commission's recommendation to City Council. Mrs. Jones stated from her experience a natural buffer tends to work better, stating the developer could potentially add more vegetation to the area in question.

Mrs. McElfresh asked for clarification regarding amenities for residents. Mr. Rodenbarger stated the amenities for the rentals differ from the other parts of the development. Mr. Smith stated these points will be worked out in the development agreement. Mrs. McElfresh stated she understands but wanted to have discussion regarding the amenities.

Mr. Hall stated he feels there should be a bigger buffer area near the single-family homes and the rentals in the upper area.

Mr. Frye stated he would like to see more dedicated green space in the northern area of the development. Mrs. Jones clarified the development is providing more green space than is required in the code.

Mr. Rodenbarger stated they are willing to ask for a minimum of 12 FT setback instead of 10 FT.

Mr. Hall asked the board if they should recommend a sound study. Mrs. McElfresh stated she isn't sure how accurate that would be because there are currently no homes or other buffer areas to help buffer the sound. Mrs. McElfresh stated that due to previous projects within the city she is sensitive to this issue.

Mr. Duckworth asked for clarification of the buffer area on the industrial side of the development. Mr. Nierzwicki stated it appears there is around 50 FT of vegetation on the industrial side of the development. He also confirmed they will maintain and utilize as much of the current vegetation as possible. Mrs. McElfresh asked Mr. Nierzwicki if a sound study would be helpful in determining the possible noise in the area. Mr. Nierzwicki stated yes it would but that it would also pick up any noise in the surrounding area, which could make the test results inaccurate.

Mrs. McElfresh asked the City Engineer, Paul Goodhue, if he thought a sound study would be necessary. Mr. Goodhue stated he doesn't believe the sound study would be necessary as long as the city makes sure the height of the buffer area meets the requirements. Mr. Goodhue stated staff will work with the applicant to determine whether the buffer provided will adequately address noise concerns from the adjacent industrial uses. Once there is a better idea of the topography of that area, staff can do it's best to ensure there is not a direct and open path for sound to travel from the industrial to residential. If there appears to be an unobstructed path, staff can require additional or different types of buffering, walls, mounding, or other methods to break up the noise.

In regard to the traffic study Mr. Goodhue stated that while the traffic study is not yet complete, it is at a point where the access points are determined, and staff is comfortable with the general locations as shown. What is yet to be determined is what specific infrastructure improvements will be required of the applicant as a result of the study. That will be the end result of the study that will then be enforced with subsequent applications, such as construction drawings.

Mr. Frye moved to recommend approval to City Council regarding Case No. 2025-11-10- Consideration of a Zoning Map Amendment and PUD Amendment for Cornerstone Monroe Farm with the following conditions:

- Formal open space be increased to no less than 5% of the gross project acreage.
- Sidewalk widths, where deficient, be revised to meet minimum code standards.
- The pedestrian connection on the north side of Overbrook Drive from Cincinnati Dayton Road to Lot 1 be increased to an 11 FT shared use path.
- The internal path network labeled "7 FT natural path" be revised to no less than 8 FT wide and be constructed of asphalt or concrete.
- The applicant understands an alternate street tree location plan will be required for the entire project, including proposed private streets, at the time of preliminary plat submittal.
- A stub connecting to the adjacent property to the north is required. Staff will work with the applicant on the specifics of that connection and associated right-of-way dedication needed as determined by the City Engineer.
- The final design and location of the northern North Main Street access point will be determined through the design process with approval by the City Engineer.



- All other department reviews attached, and including the pending Traffic Impact Study, be addressed as approved by staff.
- All other department staff comments be addressed prior to Council approval.
- The townhomes setback is to be a minimum of 12 FT.
- The applicant will work with staff on the direct line of sound and the buffering need on the southeast part of the property adjacent to the light industrial area.

Seconded by Mr. Hall. Roll call vote. Four ayes. Motion carried.

**Mr. Duckworth opened the public hearing for Case No. 2025-11-11- Consideration of Various Tet Amendments to the Monroe Planning and Zoning Code.**

Mr. Duckworth stated the request will be presented by Staff. Following this presentation, anyone wishing to speak in favor of the proposal will be given an opportunity to speak. After all proponents have spoken, the opponents will be given an opportunity to present their case. Speakers are asked not to repeat the same ideas which have been previously presented but indicate that they agree with a previous speaker. All persons speaking are subject to cross examination and must be sworn. Planning Commission has the opportunity to question any speaker after they have completed their presentation. Once the public hearing is closed, individual speakers have no right to comment during discussion by the Planning Commission.

Mr. Duckworth asked all those wishing to speak during this public hearing (including staff) to stand and raise their right hand to be sworn in.

Having been sworn in Mrs. Jones presented the background as follows:

- City staff has prepared a set of code text updates related to residential development, including setbacks, lot widths, and definitions. This set of amendments also addresses minor corrections and clarifying the intent of the code across all sections.
- As the City continues to utilize this relatively new zoning code, staff will continue to look for areas of improvement. It is staff's intent to bring these minor updates to Planning Commission for consideration on an annual basis, if needed.
- A summary of all text changes as well as a redline draft of the zoning code have been included in your report for reference.

Mrs. Jones reviewed some of the areas in the zoning code that will have small changes to include townhome parking location, landscaping, minimum window requirements, condensing architectural requirements between the Mixed Use and Commercial zoning districts, allowing banner signs in residential zones, extending the duration of temporary signs for projects actively under construction, and reorganizing the landscaping requirements for parking areas.



Mrs. Jones stated no public comment has been received as of 11/18/25.

Mrs. Jones stated staff recommends Planning Commission make a recommendation for approval to City Council regarding this application.

Mrs. Jones presented the following exhibits to Planning Commission:

- Relevant code sections
- Proof of publication
- Draft of code changes

Mr. Frye moved to accept the documents for the record; seconded by Mrs. McElfresh.

Mrs. McElfresh moved to close the public hearing; seconded by Mr. Frye.

Mr. Frye moved to recommend approval to City Council regarding Case No. 2025-11-11- Consideration of Various Tet Amendments to the Monroe Planning and Zoning Code.

Seconded by Mrs. McElfresh. Roll call vote. Four ayes. Motion carried.

Mrs. McElfresh moved to adjourn the meeting; seconded by Mr. Frye. Voice vote. Motion carried.

***Adjournment***

Mr. Hall moved to adjourn the meeting; seconded by Mr. Frye. Voice vote. Motion carried.

The Planning Commission meeting adjourned at 9:08 p.m.

Respectfully submitted,

Michelle Layman  
Planning and Zoning Specialist



**CITY OF MONROE**  
**Inter-Office Correspondence**

---

**TO:** Members of the Monroe Planning Commission  
**FROM:** Kameryn Jones  
Development Director

**DATE:** March 17, 2026  
**RE:** Information Packet for March 17, 2026, Planning Commission Meeting at 6:00 p.m.

# **I. Case No. 2026-3-1—Community Investment Area (CRA) Housing Council Appointment**

## **A. Background**

ORC 3735.69 requires that all Community Investment Area (CRA) agreements have a Housing Council. The Housing Council is a seven-member body:

- 2 members appointed by the mayor.
- 2 members appointed by City Council
- 1 member appointed by the Planning Commission
- 2 residents appointed by the foregoing five members

## **B. Roles and Responsibilities**

1. Conduct annual inspection(s) of properties within the CRA for which a property tax exemption has been granted; and
2. Hears appeals under ORC 3735.70
  - Any person aggrieved under sections 3735.65 to 3735.69 of the Revised Code may appeal to the community reinvestment area housing council, which shall have the authority to overrule any decision of a housing officer. Appeals may be taken from a decision of the council to the court of common pleas of the county where the area is located.
3. Does not have powers to revoke exemptions

It is anticipated that the Housing Council will meet once a year in the March time frame to discuss the building with the CRA agreement(s).

## **C. Staff Recommendation**

- As part of ORC 3735.69, the requirement that the Planning Commission is to appoint someone to be part of the Housing Council for a term no longer than three years.
- Staff recommends that the Planning Commission appoint Property Maintenance Inspector, Shawn Dickens, to the Housing Council.

## II. Case No. 2026-3-2— Public Hearing—Consideration of a Zoning Map Amendment for Project Shakti

### A. Background

- Larissa Addison on behalf of InSite Real Estate Investment Properties LLC has submitted a request to rezone property located at 3500 Salzman Avenue.
- The applicant seeks to rezone the property from L-I Light Industrial to H-I Heavy Industrial to align the property with industrial growth patterns in the region.
- The site is approximately 47.1 acres.



Overhead View of Property



Zoning Map



**Northeast from Salzman Road**



**East from Salzman Road**



## Southeast from Salzman Road

### B. Staff Comments

The application before Planning Commission is to change the zoning designation from L-I Light Industrial to H-I Heavy Industrial.

Planning Commission considers the following review criteria from *1207.23 Zoning Map Amendment*. Staff has provided feedback where applicable.

#### 1207.23 Zoning Amendment

- *Common Review Criteria. All applicable common review criteria as denoted in Table 1207.07-1, Common Review Criteria;*

The request meets all applicable common review criteria. One common review criterion asks whether the request is consistent with the Comprehensive Plan's applicable policies. The request meets this in particular with regard to the goals of economic development, as it seeks to create a more diverse tax base and well-paying jobs while also protecting the community's character by reusing a recently closed industrial facility.

- *Changing Conditions. The proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact since the time that the original map designations were established;*

Although the conditions have not necessarily changed since the adoption of the current zoning map in spring 2024, some trends indicate growth in the region, specifically along the I-75 corridor, with development patterns shifting toward higher-intensity logistics and manufacturing operations.

- *Impact Mitigation. The proposal helps to mitigate adverse impacts of the use and development of land on the natural or built environments, including, but not limited to, mobility, air quality, water quality, noise levels, stormwater management, and vegetation, or will be neutral with respect to these issues;*

Typically, any development has an impact on the natural environment, but in this case, there will be none until a user occupies the space. If and when any site improvements or alterations are made, those improvements will be required to meet or exceed all Ohio Building Codes, State Fire Codes, and any applicable City standards, as well as relevant environmental and operational standards.

- *Community Need. Whether the proposed amendment addresses a demonstrated community need;*

This zoning amendment will facilitate job growth by providing a more appealing opportunity for prospective businesses to occupy the recently closed Kohl's location. The Closure of that facility has had a significant impact on the City, resulting in the loss of more than 700 jobs. Any ability to bring in fresh manufacturing and logistics businesses to reclaim this space would be extremely beneficial to the City and the local workforce.

- *Strategic Objectives. The proposal advances the strategic objectives of the City Council, such as fiscal responsibility, efficient use of infrastructure and public services, and other articulated City objectives; and*

The proposed development aligns with the City Council's strategic objectives. Designating the area for Heavy Industrial use allows for a large recently closed facility to be redeveloped and once again become an impactful facility for the City and local workforce. This proposal directly supports the City's goals of fostering job creation, expanding the local tax base, and attracting long-term private investment.

- *No Single Factor and Case Determination. No single factor listed above may control and not all factors may be applicable in each case. Each case shall be determined on its own facts.*

**C. Public Comments:**

- No public comment has been received as of 10/15/25.

**D. Department Comments**

- **Fire Department:**

1. Fire reserves the right to comment during future submittals.

- **Police Department:**

1. No comment at this time. Police reserve the right to comment during future submittals.

- **Engineering/Public Works Department:**

1. No comment at this time Public Works and Engineering will comment during future submittals.

**E. Staff Recommendation**

- In Zoning Map Amendment applications, Planning Commission acts as a recommending body to City Council.
- Planning Commission may table the application, recommend approval, recommend approval with conditions, or recommend denial of the application.

Staff recommends Planning Commission make a recommendation for approval to City Council regarding this application.



## Application for a Zoning Map/Text Amendment

Monroe Development Department  
 233 South Main Street, Monroe, Ohio 45050  
 Phone: 513-539-7374  
 Email: [planning@monroeohio.gov](mailto:planning@monroeohio.gov)  
[www.monroeohio.gov](http://www.monroeohio.gov)

### For Staff Use Only

Submittal Date:

Date Application Determined Complete:

Date of Planning Commission Review:

Fee Paid:

Staff Initials:

Application/Case Number:

### Zoning Amendment Review Information

1. The zoning map and text amendment review procedure and review criteria are established in Section 1207.04 of the Monroe Planning and Zoning Code.
2. A pre-application conference is required prior to submission of an application for a zoning map amendment unless the Development Director waives the requirement. Contact the Development Department to set up a time.
3. The application fee is due at the time the application is submitted to [planning@monroeohio.gov](mailto:planning@monroeohio.gov).

### Basic Information

Project Address: 3500 Salzman Road, Monroe OH 45044

County:  Butler  Warren Total Area of Rezoning: 47.1060 Acres

County Tax Parcel ID: C1800013000027

Existing Zoning District: LI - Light Industrial

Proposed Zoning District: HI - Heavy Industrial

### Applicant Information

Applicant Name: InSite Real Estate Investment Properties, L.L.C., an Illinois limited liability company

Contact Person: Larissa Addison

Contact Address: 1400 16th Street, Suite 300 Oakbrook IL 60523

Contact Phone Number: 630-617-9113

Contact Fax Number:

Contact E-Mail: [laddison@insiterealestate.com](mailto:laddison@insiterealestate.com)

Property Owner Name: See Owner Authorization Letter attached to this submittal.

The applicant may provide a separate attachment with contact information for additional people, if necessary (e.g., additional owners, registered engineer, landscape architect, etc.). The same contact information shall be provided for each contact name.

### Zoning Amendment Information

1) Describe any change in conditions, trends, or other facts that necessitates the proposed zoning amendment. Furthermore, describe how the proposed zoning district will remedy the change in conditions, trends, or other issues.

Recent industrial growth in the region, specifically along the I-75 corridor, has shifted the area's development pattern toward higher-intensity logistics and manufacturing operations, creating demands that exceed the capabilities of the current Light Industrial zoning at 3500 Salzman Road. Updating the zoning to Heavy Industrial will align the property with these evolving regional conditions by allowing the scale, equipment, and operational intensity that is now typical in the surrounding and regional industrial markets. This change ensures the site can fully accommodate modern industrial

Project Address or Tax Parcel ID: C1800013000027

**Rezoning Information Continued**

2) Describe how the proposed amendment furthers each of the objectives of the Comprehensive Plan.

The proposed amendment from Light Industrial to Heavy Industrial supports the objectives of the Advance Monroe 2040 Comprehensive Plan by aligning the site's zoning with the City's long-term strategy to guide future development, strengthen the local economy, and ensure land uses match evolving industrial needs. The Plan emphasizes managing growth, supporting economic development, and maintaining clear, predictable land-use policies that respond to changing market conditions and



3) Provide information necessary to document and describe how the map amendment meets the review criteria established for zoning amendments [Table 1207.07-1 Common Review Criteria and Article 07.04 Text and Zoning Map Amendments].

The proposed zoning map amendment meets the review criteria in Table 1207.07-1 and Article 07.04 because it is consistent with the long-range vision, land-use policies, and economic development objectives outlined in the Advance Monroe 2040 Comprehensive Plan, which guides future development and establishes the City's priorities for growth, land use, transportation, and sustainability. The Plan emphasizes aligning zoning with evolving market conditions and providing



**Certification and Signatures**

**Applicant Signature - I certify that, to the best of my knowledge, the information contained in this form and within any attachments is correct and truthful. I understand that knowingly falsifying this information may be grounds for the denial or revoking of this zoning map amendment application and any subsequent zoning permit or other review applications.**

Print Name: Larissa A. Addison, Manager - InSite Real Estate Investment Properties, L.L.C., an Illinois



Signature: 

Date:

**Property Owner Signature - If the property owner is not the named applicant on this form, the property owner shall sign the form below acknowledging that the applicant is an authorized agent of the property owner as it relates to proposed project. If the proposed rezoning affects multiple properties owned by different property owners, each property owner subject to the rezoning shall be required to sign this form acknowledging consents of the rezoning request. Separate signature sheets or letters acknowledging such consent are acceptable.**

Print Name: See Owner Authorization Letter attached to this submittal.



Signature:

Date:

Note: A letter signed by the property owner, authorizing the applicant to act on their behalf may be submitted in lieu of the property owner's signature on this form.

## Submittal Requirement Checklist

### General Information

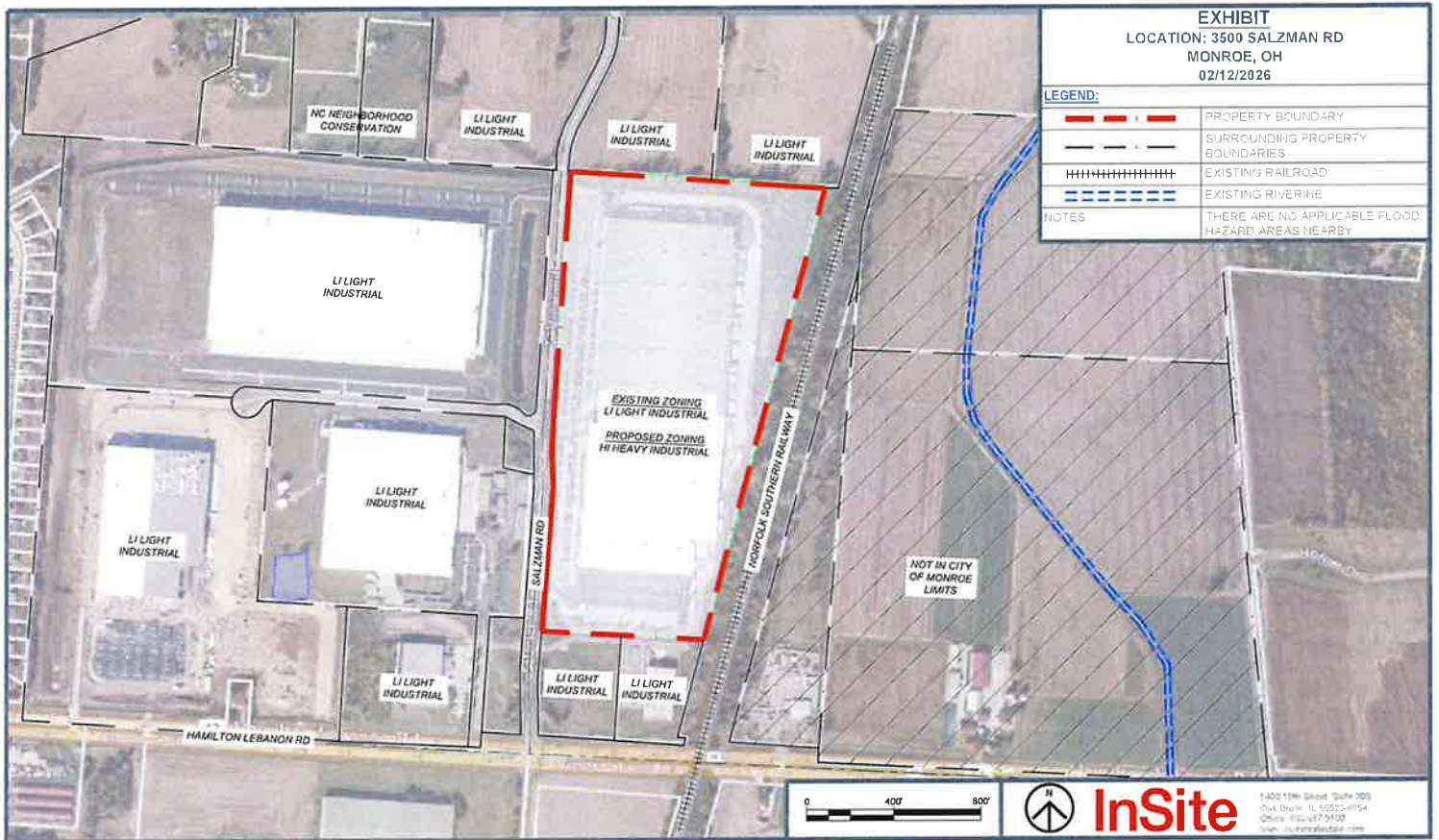
<input checked="" type="checkbox"/>	Completion of required pre-application conference
<input checked="" type="checkbox"/>	Zoning Map Amendment Review application form
<input checked="" type="checkbox"/>	Application fee
<input checked="" type="checkbox"/>	Legal description of the parcels subject to the proposed rezoning.
<input checked="" type="checkbox"/>	Plans and maps established below at a scale no smaller than 1 inch = 100 feet, unless otherwise noted.
<input type="checkbox"/>	Traffic Impact Study, if required by the City Engineer.
<input type="checkbox"/>	Any additional information determined to be necessary by the Development Department

### Vicinity Map (Scale may be smaller than 1" = 100')

<input checked="" type="checkbox"/>	Date, north arrow, scale, and a legend for all symbols
<input checked="" type="checkbox"/>	Boundary line of the land subject to the proposed rezoning
<input checked="" type="checkbox"/>	All surrounding properties, streets, and corporation limits within a minimum of 500' of the outer boundaries of the project site

### Proposed Zoning Text or Map

<input checked="" type="checkbox"/>	The existing and proposed zoning for all properties part of the application for a zoning map amendment. The map shall also identify the existing zoning for all surrounding properties. For text amendments, a redline draft of the proposed text is required.
<input checked="" type="checkbox"/>	Existing parcel lines for the properties to be rezoned and all parcel lines within 200' of the site
<input checked="" type="checkbox"/>	Existing streets within 200' of site with names and centerlines
<input checked="" type="checkbox"/>	Existing watercourses and bodies of water including any applicable flood hazard areas



<b>EXHIBIT</b>	
LOCATION: 3500 SALZMAN RD	
MONROE, OH	
02/12/2026	
<b>LEGEND:</b>	
	PROPERTY BOUNDARY
	SURROUNDING PROPERTY BOUNDARIES
	EXISTING RAILROAD
	EXISTING RIVERINE
NOTES	THERE ARE NO APPLICABLE FLOOD HAZARD AREAS NEARBY



**InSite**

1402 11th Street, Suite 200  
 Oak Brook, IL 60521-4154  
 Office: 630.477.9100  
 www.in-siteinc.com



Commitment No. NCS-1292687-MAD

**EXHIBIT A**

The Land referred to herein below is situated in the County of BUTLER, State of OHIO, and is described as follows:

TRACT 1 (29.718 ACRES):

Situated in Section 30, Town 3, Range 3, City of Monroe, Butler County, Ohio, being part of Lot 3065 (Parcel II) as conveyed to Duke Realty Limited Partnership in O.R. 6343, Page 1588, and being more particularly described as follows:

Commencing at the southeast corner of Section 30;

Thence along the south line of Section 30, being the original centerline of S.R. 63 (Hamilton-Lebanon Road) and the south line of Lot 3065, N84°55'11"W a distance of 826.96 feet to a 5/8" iron pin set at the southeast corner of Lot 3065;

Thence continuing along said centerline and section line, N84°55'11"W a distance of 477.59 feet to the intersection of said centerline, section line, and lot line with the east right-of-way line of Salzman Road as dedicated in P.E. 3119 Page A-D;

Thence along easterly lines of said Salzman Road, the following eight courses:

- 1.) N05°04'49"E a distance 78.26 feet to a point of curvature;
- 2.) Along a curve to the left, an arc distance of 118.00 feet to a point of tangency, said curve having a radius of 921.50 feet and a chord bearing N01°24'42"E for 117.92 feet;
- 3.) N02°15'25"W a distance of 42.11 feet to a point of curvature;
- 4.) Along a curve to the right, an arc distance of 113.41 feet to a point of tangency, said curve having a radius of 841.50 feet and a chord bearing N01°36'15"E for 113.33 feet;
- 5.) N05°27'55"E a distance of 831.41 feet to a point of curvature;
- 6.) Along a curve to the left, an arc distance of 94.89 feet to a point of tangency, said curve having a radius of 921.50 feet and a chord bearing N02°30'55"E for 94.85 feet;
- 7.) N00°26'05"W a distance of 55.08 feet to a point of curvature;
- 8.) Along a curve to the right, an arc distance of 47.22 feet to a 5/8" iron pin set at the True Point of Beginning, said curve having a radius of 841.50 feet and a chord bearing N01°10'22"E for 47.21 feet;

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Thence continuing along the easterly right-of-way of Salzman Road and a curve to the right, an arc distance of 39.43 feet to a point of tangency, said curve having a radius of 841.50 feet and a chord bearing N04°07'22"E for 39.43 feet;

Thence continuing along said right-of-way line and the northerly extension thereof, being a new division line in Lot 3065, N05°27'55"E a distance of 1239.56 feet to a 5/8" iron pin set in the north line of Lot 3065;

Thence along said north line, being the southerly lines of Lots 1902 and 1903, S84°25'10"E a distance of 1184.80 feet to the northeast corner of Lot 3065, reference a 1/2" iron pin found 0.34 feet south and 0.42 feet west of said corner;

Thence along the east line of Lot 3065, being a west line of the Consolidated Rail Corporation, S16°41'24"W a distance of 1236.62 feet to a 5/8" iron pin set;

Thence along a new division line in Lot 3065, N84°32'05"W a distance of 881.96 feet to a 5/8" iron pin set;

Thence continuing along a new division line in Lot 3065, S49°20'47"W a distance of 88.28 feet to the Point of Beginning, containing 29.718 acres more or less.

Bearing Reference: Bearings are based on record data and intended to denote angles only.

The above description is based upon a field survey made by Kleingers & Associates, Inc., under the direction of David L. Cox, Ohio Professional Surveyor No. 7101. A plat of said survey is recorded in [Volume 39, Page 106](#) of the Butler County Engineers Record of Land Surveys.

**TRACT 2 (8.209 ACRES):**

Situated in Section 30, Town 3, Range 3, City of Monroe, Butler County, Ohio, being part of Lot 3065 (Parcel II) as conveyed to Duke Realty Limited Partnership in O.R. [6343, Page 1588](#), and being more particularly described as follows:

Commencing at the southeast corner of Section 30;

Thence along the south line of Section 30, being the original centerline of S.R 63 (Hamilton-Lebanon Road) and the south line of Lot 3065, N84°55'11"W a distance of 826.96 feet to a 5/8" iron pin set at the southeast corner of Lot 3065;

Thence continuing along said centerline and section line, N84°55'11"W a distance of 477.59 feet to the intersection of said centerline, section line, and lot line with the east right-of-way line of Salzman Road as dedicated in P.E. [3119 Page A-D](#);

Thence along easterly lines of said Salzman Road, the following five courses:

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- 1.) N05°04'49"E a distance of 78.26 feet to a point of curvature;
- 2.) Along a curve to the left, an arc distance of 118.00 feet to a point of tangency, said curve having a radius of 921.50 feet and a chord bearing N01°24'42"E for 117.92 feet;
- 3.) N02°15'25"W a distance of 42.11 feet to a point of curvature;
- 4.) Along a curve to the right, an arc distance of 113.41 feet to a point of tangency, said curve having a radius of 841.50 feet and a chord bearing N01°36'15"E for 113.33 feet;
- 5.) N05°27'55"E a distance of 689.62 feet to a 5/8" iron pin set at the True Point of Beginning;

Thence continuing along the east right-of-way line of Salzman Road, the following four courses:

- 1.) N05°27'55"E a distance of 141.79 feet to a point of curvature;
- 2.) Along a curve to the left, an arc distance of 94.89 feet to a point of tangency, said curve having a radius of 921.50 feet and a chord bearing N02°30'55"E for 94.85 feet;
- 3.) N00°26'05"W a distance of 55.08 feet to a point of curvature;
- 4.) Along a curve to the right, an arc distance of 47.22 feet to a 5/8" iron pin set, said curve having a radius of 841.50 feet and a chord bearing N01°10'22"E for 47.21 feet;

Thence along a new division line in Lot 3065, N49°20'47"E a distance of 88.28 feet to a 5/8" iron pin set;

Thence continuing along a new division line in Lot 3065, S84°32'05"E a distance of 881.96 feet to a 5/8" iron pin set in the east line of Lot 3065, being a westerly line of the Consolidated Rail Corporation;

Thence along said lot line, S16°41'24"W a distance of 409.84 feet to a 5/8" iron pin set;

Thence along a new division line in Lot 3065, N84°32'05"W a distance of 849.30 feet to the Point of Beginning, containing 8.209 acres more or less.

Bearing Reference: Bearings are based on record data and intended to denote angles only.

The above description is based upon a field survey made by Kleingers & Associates, Inc., under the direction of David L. Cox, Ohio Professional Surveyor No. 7101. A plat of said survey is recorded in [Volume 39, Page 106](#) of the Butler County Engineering Record of Land Surveys.

**TRACT 3 (9.179 ACRES):**

Situated in Section 30, Town 3, Range 3, City of Monroe, Butler County, Ohio, being part of Lot 3065 (Parcel II) as conveyed to Duke Realty Limited Partnership in O.R. [6343, Page 1588](#), and being more particularly described as follows:

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Commencing at the southeast corner of Section 30;

Thence along the south line of Section 30, being the original centerline of S.R. 63 (Hamilton-Lebanon Road) and the south line of Lot 3065, N84°55'11"W a distance of 826.96 feet to a 5/8" iron pin set at the southeast corner of Lot 3065;

Thence continuing along said centerline and section line, N84°55'11"W a distance of 477.59 feet to the intersection of said centerline, section line, and lot line with the east right-of-way line of Salzman Road as dedicated in P.E. 3119 Page A-D;

Thence along easterly lines of said Salzman Road, the following five courses:

- 1.) N05°04'49"E a distance 78.26 feet to a point of curvature;
- 2.) Along a curve to the left, an arc distance of 118.00 feet to a point of tangency, said curve having a radius of 921.50 feet and a chord bearing N01°24'42"E for 117.92 feet;
- 3.) N02°15'25"W a distance of 42.11 feet to a point of curvature;
- 4.) Along a curve to the right, an arc distance of 113.41 feet to a point of tangency, said curve having a radius of 841.50 feet and a chord bearing N01°36'15"E for 113.33 feet;
- 5.) N05°27'55"E a distance of 189.62 feet to a 5/8" iron pin set at the True Point of Beginning;

Thence continuing along the east right-of-way line of Salzman Road, N05°27'55"E a distance of 500.00 feet to a 5/8" iron pin set;

Thence along a new division line in Lot 3065, S84°32'05"E a distance of 849.30 feet to a 5/8" iron pin set in the east line of Lot 3065, being a westerly line of the Consolidated Rail Corporation;

Thence along said lot line, S16°41'24"W a distance of 509.75 feet to a 5/8" iron pin set;

Thence along a new division line in Lot 3065, N84°32'05"W a distance of 750.07 feet to the Point of Beginning, containing 9.179 acres more or less.

Bearing Reference: Bearings are based on record data and intended to denote angles only.

The above description is based upon a field survey made by Kleingers & Associates, Inc., under the direction of David L. Cox, Ohio Professional Surveyor No. 7101. A plat of said survey is recorded in Volume 39, Page 106 of the Butler County Engineers Record of Land Surveys.

Now known as Lot 5710.

*This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by First American Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.*

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BK: 7795 PG: 1239

APPROVED BY  
THE MUNICIPALITY OF MONROE

By *[Signature]*  
DANNY N CRANK  
C.R. 6343, PG. 1588  
(95.288 ACRES-ORIGINAL)

Date 9-11-06  
NO SUBDIVISION PLAT REQUIRED

200600058898  
Filed for Record in  
BUTLER COUNTY, OHIO  
DANNY N CRANK  
09-12-2006 At 12:05:18 p.m.  
REPLAT 28.00  
OR Book 7795 Page 1239-1239

DUKE-WEEKS REALTY LTD. PARTNERSHIP  
O.R. 6343, PG. 1588  
25.457 ACRES



47.106 AC.  
LOT 5710

TRACT 2  
KOHL'S DEPARTMENT STORES, INC.  
O.R. 7177, PG. 1153  
SURVEY VOL. 38, PG. 108  
8,209 ACRES  
(387,570 S.F.)  
PT. LOT 3085

TRACT 3  
KOHL'S DEPARTMENT STORES, INC.  
O.R. 7177, PG. 1153  
SURVEY VOL. 38, PG. 108  
8,179 ACRES  
(388,843 S.F.)  
PT. LOT 3085

TRACT 1  
KOHL'S DEPARTMENT STORES, INC.  
O.R. 7177, PG. 1153  
SURVEY VOL. 38, PG. 108  
28,718 ACRES  
PT. LOT 3085

CURVE TABLE

CURVE	LENGTH	RADIUS	BEARING	CHORD	DELTA
C1	118.00'	921.50'	N01°24'42"E	117.92'	7°20'14"
C2	113.41'	841.50'	N01°36'15"E	113.33'	7°43'20"
C3	94.89'	921.50'	N02°30'55"E	94.88'	5°54'00"
C4	86.65'	841.50'	N02°30'55"E	86.61'	5°54'00"

LINE TABLE

LINE	BEARING	LENGTH
L1	N05°04'49"E	78.25
L2	N02°15'25"W	42.11
L3	N05°27'55"E	189.62
L4	N00°26'05"W	55.08

TRANSFERRED  
DATE 9/11/06  
CONVEYANCE  
FEES  
EXEMPT 11/1/06  
Kay Rogers, Butler Co. Auditor  
is conveyance has been examined and the grantor has  
complied with section 319.02 of the  
Ohio Revised Code

HAMILTON - LEBANON ROAD (STATE ROUTE 63)  
(VARIABLE WIDTH R/W)

*[Signature]*  
DAVID L. COX  
OHIO PROFESSIONAL SURVEYOR NO. 7101  
DATE 9-8-06

THIS PLAT MADE PURSUANT TO CHAPTER 5713.16  
OF THE OHIO REVISED CODE.

KOHLS_SITE		EXHIBIT "B"
LOT COMBINATION PART LOTS 3065 SECTION 30, TOWN 3, RANGE 3 CITY of MONROE BUTLER COUNTY, OHIO	SCALE: 1"=400' DATE: 09/07/06 DRAWN: DSE CHECKED: . JOB No. 000449VC011	 KLENGERS & ASSOCIATES Engineers and Surveyors 6305 Centre Park Drive West Chester, OH 43088 (613) 778-7861 Fax: (613) 778-7882



February 13, 2026

Jameson Cole  
City of Monroe Ohio  
Building and Zoning Department  
233 S Main Street  
Monroe, OH 45050-0330

Re: Rezoning Amendment Application | 3500 Salzman Rd | Owner's Authorization Letter

Dear Jameson,

The undersigned ("Owner") is the owner of the Property. Owner has entered into negotiations with InSite Real Estate Investment Properties, L.L.C. ("InSite") to potentially sell the Property to InSite subject to certain terms and conditions, including the City's rezoning of the Property from LI – Light Industrial to HI – Heavy Industrial. Owner hereby authorizes InSite solely as Owner's limited authorized agent to prepare, submit, and prosecute a rezoning amendment application for such purposes to the City of Monroe (the "Application"). This authorization is strictly limited to the following actions: (i) submitting the Application and supporting materials; (ii) communicating with City staff and representatives regarding the Application; (iii) attending and presenting at public meetings/hearings regarding the Application; and (iv) addressing, responding to, and taking reasonable actions to resolve any protest petition, referendum, appeal, or similar public challenge relating to the Application or any rezoning approval issued in connection therewith.

Notwithstanding anything to the contrary contained herein, InSite is not authorized to, and shall not, directly or indirectly:

1. Bind Owner, any affiliate of Owner, any tenant or occupant (including Kohl's), or the Property to any obligation or restriction; provided, however, that InSite is authorized to propose, negotiate, and accept conditions of approval and to execute and deliver applications, acknowledgments, commitments, and agreements with the City (including, as applicable, conditional zoning conditions, commitments, proffers, development agreements, utility extension/service agreements, cost-sharing agreements, and similar instruments) only if each such item (a) expressly states that it is not binding upon Owner and imposes no obligation, cost, lien, or restriction upon Owner or the Property unless and until InSite (or an affiliate of InSite) acquires title to the Property, and (b) is expressly conditioned upon and effective only upon the closing of InSite's (or such affiliate's) acquisition of the Property;
2. Accept, propose, agree to, or stipulate to any conditions of approval (whether suggested by staff, Planning Commission, or Council), or any "conditional zoning," "commitments," "proffers," or similar arrangements, except as expressly permitted above where such conditions or arrangements are non-binding on Owner and expressly contingent upon closing of InSite's (or its affiliate's) acquisition of the Property;
3. Execute or deliver any planned unit development agreement, development agreement, annexation agreement, utility agreement, cost-sharing agreement, or any other agreement with the City or any third party, except as expressly permitted above where such agreement is non-binding on Owner and expressly contingent upon closing of InSite's (or its affiliate's) acquisition of the Property;
4. Grant or modify any easement, covenant, restriction, declaration, dedication, right-of-way, or other document that could be recorded or run with the land, unless such document is expressly conditioned

to be non-binding on Owner and effective only upon closing of InSite's (or its affiliate's) acquisition of the Property, and does not create any present encumbrance on Owner's title prior to closing;

5. File any other entitlement application (including but not limited to variances, conditional uses, site plan approval, subdivision plats, or permits) unless such filing is reasonably related to the rezoning effort and does not bind Owner or impose any obligation on Owner or the Property unless and until InSite (or its affiliate) closes on the acquisition of the Property;
6. Enter onto the Property to perform tests, borings, surveys, or other physical activities; any such access shall be governed by the parties' purchase agreement (if any) and/or a separate written access agreement between Owner and InSite and is not granted by this letter.
7. Disclose to the City or any other party any Confidential Information (as defined below) provided to InSite by Kohl's, except to the extent such disclosure is permitted under the applicable confidentiality agreement(s) and is reasonably necessary for the Application and Owner's has provided its prior written consent, which shall not be unreasonably withheld, conditioned or delayed. For the purposes of this letter, "Confidential Information" means any information that constitutes "Confidential Information" (or similar term) under any written confidentiality agreement(s) between Kohl's and InSite applicable to the information at the time it is provided to InSite. Notwithstanding the foregoing, InSite may disclose non-confidential property information (including as-built plans and similar materials) to the City, consultants, contractors, and lenders as reasonably necessary in connection with the Application and where available and appropriate, InSite will request confidential treatment for sensitive materials submitted to the City.

All costs, fees, consultant expenses, and charges in connection with the Application (including any third-party/professional review costs assessed by the City to the applicant) shall be the sole responsibility of InSite, and not Owner. InSite shall defend, indemnify, and hold harmless Owner and Owner's tenants/occupants from and against any claims, liabilities, losses, and expenses (including reasonable attorneys' fees) arising out of or in connection with the Application or InSite's actions in connection therewith.

InSite shall provide Owner copies of (i) the complete Application package as filed, (ii) all written correspondence with the City regarding the Application, and (iii) all staff reports, proposed conditions, draft ordinances, and similar materials promptly upon receipt.

This authorization shall remain effective until the earliest of: (i) closing of any sale of the Property to InSite or its affiliate (if any); or (ii) termination or expiration of the parties' purchase and sale agreement (if any) with respect to the Property; provided, however, that if the parties have not executed a purchase and sale agreement within forty-five (45) days after the date of this Letter, Owner shall have the right to revoke this authorization upon written notice to InSite. This letter is not intended to be recorded and shall be void for any recording purpose.

**NO REZONING OF THE PROPERTY (AND NO CONDITIONS, COMMITMENTS, PROFFERS, DEVELOPMENT AGREEMENTS, UTILITY EXTENSION/SERVICE AGREEMENTS, OR OTHER OBLIGATIONS OR RESTRICTIONS APPROVED OR IMPOSED IN CONNECTION WITH SUCH REZONING) SHALL BE APPLICABLE TO OR BIND OWNER OR THE PROPERTY UNLESS AND UNTIL INSITE OR ITS AFFILIATE BECOMES THE OWNER OF THE PROPERTY; AND ANY SUCH REZONING, CONDITIONS, COMMITMENTS, PROFFERS, AGREEMENTS, OBLIGATIONS, OR RESTRICTIONS SHALL BE REQUESTED AND ACCEPTED ONLY IN A FORM THAT IS EXPRESSLY CONTINGENT UPON THE FOREGOING AND OTHERWISE VOID AND OF NO FORCE OR EFFECT**

AS TO OWNER AND THE PROPERTY. This letter is not intended to be recorded and shall be void for any recording purpose.

This authorization is provided solely to permit submission and prosecution of the Application and does **not** constitute and shall not be construed as a purchase agreement, option, or obligation by Owner to sell the Property or enter into a contract to sell the Property or grant any party any rights with respect to the Property.

Sincerely,

~~KOHL'S, INC.~~

By: JASON L. KRAUS

Name/Title: Jason Kraus, Director of Construction

Date: February 18, 2026

Acknowledged and Agreed:

**INSITE REAL ESTATE INVESTMENT PROPERTIES, L.L.C.**

By: Mark Volkman

Name/Title: Manager

Date: February 18, 2026

cc: Mark Volkman - JLL

