

Monroe Council Minutes
Regular Meeting of Council
March 13, 2018 – 6:30 p.m.
233 South Main Street, Monroe, Ohio

Public Hearing: Ordinance Amending and Supplementing Various Sections of the Planning and Zoning Code.

Mayor Routson opened the public hearing at 6:30 p.m. and announced the following procedure for the public hearing:

The request will be presented by the Director of Development. 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. Council 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 Council members.

Having been sworn, Director of Development Kevin Chesar submitted the proof of publication of the public hearing and the recommendation of Planning Commission. Thereafter, Mr. Chesar presented the following proposed changes as follows:

- Deadline created for the dedication of streets by developers
- Provide for authorization to the Code Enforcement Officer to extend site plan approval
- Updated the definition and name from Nursing Home to Institutional Care Facility to allow for both long term and short term facilities
- Various link corrections
- Addition of truck stops, storage of vehicles, and freestanding drive-through facilities as prohibited uses
- Limiting the number of refueling stations at gas stations to avoid truck stops
- Allowing a provision for higher fences due to safety issues
- Clarifying only one main use on a residential lot
- Removal of the restriction that 30% of a residential front yard can be paved
- Require a permit for unenclosed patios
- Allow related commercial uses to be on one lot as opposed to separate lots
- Clarification on the calculation of accessory uses and structures in A-1, A-2, I and residential districts
- Require solid surfaces for storage, garage, utility sheds, and similar structures
- Permitting the raising of chickens in residential areas within certain regulations
- Restrict wood piles to the rear yard only
- Allow a certain percentage of metal on an industrial building facing the right-of-way with the exception of those on State Route 63 or facing Interstate 75

- Emphasize that landscaping requirements apply to all commercial driveways including private commercial drives

Mr. Chesar sought Council's direction on the restriction of large vehicles in residential areas such as, semi-tractor trailers, delivery trucks, and other commercial vehicles. He reported that there were several different opinions of Planning Commission members, but could not come up with a consensus on the regulations. He provided proposed language limiting one motor vehicle over 7,500 pounds and eight feet in height but, less than 25 feet in length in a side or rear yard on a paved surface.

- Inclusion of regulations for landscaping maintenance and not just weeds and grass. Mr. Chesar noted this has really only been an issue on foreclosed properties
- Addition of a six foot wide area of landscaping for nonresidential uses adjacent to the right-of-way
- Requirement of dumpster screening be one foot higher than the dumpster
- Authorizing staff to determine right-of-way sign dimensions
- Clarification on the maximum size of individual commercial monument signs
- Permitting digital signs in industrial areas and match the regulations with industry standards
- Additional regulations for ground mounted signs allowing for certain pole mounted signs in a C-3 District
- Inclusion of definitions to match the new regulations throughout the Code. This includes a revision of the definition for a recreational vehicle as residents have claimed that a school bus, for example, is a recreational vehicle and not being utilized as such

There were no opponents or proponents.

Mr. Clark moved to accept the documents submitted; seconded by Mrs. Hale. Voice vote. Motion carried.

Mr. Clark moved to close the public hearing; seconded by Mr. Frentzel. Voice vote. Motion carried.

Pledge of Allegiance

Mayor Routson opened the regular meeting of Council at 7:01 p.m. with the Pledge of Allegiance.

Roll Call

The following members of Council were present: Dan Clark, Jason Frentzel, Keith Funk, Anna Hale, Todd Hickman, Christina McElfresh, and Robert Routson.

The following staff members were present:

City Manager William J. Brock
Law Director K. Philip Callahan
Assistant Finance Director Deborah Armitage
Director of Public Works Daniel J. Arthur
Chief of Police Robert Buchanan
Director of Development Kevin Chesar
Assistant to the City Manager/Clerk of Council Angela S. Wasson

Approval of the Minutes

Mr. Clark moved to approve the Public Works Committee and Council Minutes of February 27, 2018; seconded by Mr. Hickman. Voice vote. Motion carried.

Visitors

Lora Stillman, Vice President of the Monroe Historical Society, thanked the administration and staff of the City and advised Council that since she has been off of City Council, she continues to hear compliments of Monroe's staff.

Mrs. Stillman announced that the General Membership meeting of the Monroe Historical Society will be held on March 29th at 7 p.m. at the Monroe Community Center. A presentation will be held on President James Monroe. Mrs. Stillman distributed Monroe Historical Society Membership Applications to Council and staff encouraging everyone to join.

Tom Callahan, resident of Niederlander Lane, advised Council that he felt he has been harassed by a neighbor, Lisa Frye, and Chad Stull, Code Enforcement Inspector. Mayor Routson advised Mr. Callahan that Mr. Stull is taking pictures due to zoning infractions.

Peggy Kelley, resident of Carol Ann Lane, asked if, when her neighborhood was annexed into the City of Monroe, residents were provided with written code regulations. Mayor Routson explained that Monroe's regulations are on file at the City Building and if residents have any questions on what they can and cannot do they could call and ask.

Ms. Kelley asked why she pays property taxes to Lemon Township when she is not located in Lemon Township. Mayor Routson stated that even if you are in the City of Monroe you are also located in a township.

Ms. Kelley questioned why she was paying a street light utility when there are no street lights in her subdivision. Mr. Brock advised that she could submit a petition to the City for street lights to be installed.

Committee Reports

Mr. Funk reported that the Public Involvement Committee met last evening and came up with the following mission statement: “To increase the quality of life in Monroe and surrounding areas through facilitating community groups and residents in successful coordination of public events.” The discussion also led to enhancing community events already being planned. The Committee is requesting from City Council a budget of \$30,000 that would be used to enhance community events throughout the year. Mr. Clark asked if the Committee is referring to July 4th and Christmas on the Corner as people really enjoyed the Christmas event last year. Mr. Funk confirmed Mr. Clark’s understanding adding that the Committee discussed collaborative efforts that doesn’t always include money.

Mr. Clark felt that it was a good idea that the Committee oversee the funds to make these events better for everyone.

Mr. Hickman asked if the Committee would decide what these funds would be used for or if the requests would come to Council for approval. Mr. Funk replied that it would be up to Council how the funds would be handled.

Mayor Routson was of the opinion that if there is enough planning ahead it should come to Council for justification.

Mrs. McElfresh asked if the Committee is opening up their meetings to representation from different organizations. Mr. Funk stated that it is going to focus on inviting representatives from different organizations to attend their meetings. Mr. Frentzel explained that we will ask for agenda items from the groups prior to the meetings so that we can plan the meetings accordingly.

Referring to the Fourth of July Fireworks, Mr. Hickman stated that if Council is going to pay for them the City should take over the fireworks.

Mr. Funk and Mr. Frentzel clarified that the Committee is not looking for a blank check and brought the subject to Council for discussion.

Mrs. McElfresh asked how often the Committee plans to meet. Mr. Funk thought initially the Committee would be meeting once per month and we could be a resource for event needs such as, public works and public safety services.

Old Business

Ordinance No. 2018-03. An Ordinance amending and supplementing Exhibit “1” of Ordinance No. 2017-30 to establish the position and salary range of Police Captain; increase the permitted number of positions for Police Lieutenant to 3, Patrol Officer to 26, Dispatcher II to 8, Community Services Specialist to 3, Crew Leader Street Department to 4, and Operator/Laborer II to 15; eliminate the position of Receptionist; and change the position of City Engineer to Assistant Public Works Director/City Engineer.

Mr. Brock referred to an updated five-year forecast due to the previous forecast reflecting approximately \$6 million less in 2022 because the spreadsheet was not updating each year properly. Mr. Brock requested that this be adopted as an emergency due to the training of new employees in the income tax areas.

Mr. Clark moved to suspend the rule requiring the reading of Ordinance No. 2018-03 on two separate days, authorize its adoption on the second reading, and have it read by title only; seconded by Mr. Funk. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2018-03 by title only.

Mr. Clark moved to adopt Ordinance No. 2018-03; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

New Business

Emergency Resolution No. 14-2018. A Resolution declaring the necessity of repairing certain sidewalks, curbs, gutters and driveway aprons in the City of Monroe, County of Butler, Ohio, requiring that abutting property owners repair the same, and declaring an emergency.

Mr. Brock explained that this is required for concrete work prior to the resurfacing of certain streets.

Mr. Clark moved to suspend the rule requiring the reading of Emergency Resolution No. 14-2018 on two separate days, authorize its adoption on the first reading, and have it read by title only; seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Clerk of Council read Emergency Resolution No. 14-2018 by title only.

Mr. Clark moved to adopt Emergency Resolution No. 14-2018; seconded by Mr. Hickman. Roll call vote: seven ayes. Motion carried.

Resolution No. 15-2018. A Resolution authorizing the City Manager to accept a proposal from Jones-Warner Consultants, Inc. for professional survey and design services related to the Timrick Place Rehabilitation Project.

Mr. Brock reported that this is for design services for the Timrick Place Rehabilitation Project in the amount of \$17,500.00.

Mr. Clark moved to consider this the first reading of Resolution No. 15-2018 and have it read by title only; seconded by Mr. Funk. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 15-2018 by title only.

Mr. Clark moved to approve the first reading of Resolution No. 15-2018; seconded by Mr. Frentzel. Roll call vote: seven ayes. Motion carried.

Resolution No. 16-2018. A Resolution authorizing the City Manager to accept a proposal from Jones-Warner Consultants, Inc. for professional survey and design services related to the South Union Road Improvement Project.

Mr. Brock stated that this is for the portion of Union Road between Navigator Way and Nickel Road.

Mr. Clark moved to consider this the first reading of Resolution No. 16-2018 and have it read by title only; seconded by Mr. Hickman. Voice vote. Motion carried.

The Clerk of Council read Resolution No. 16-2018 by title only.

Mr. Clark moved to approve the first reading of Resolution No. 16-2018; seconded by Mrs. McElfresh. Roll call vote: seven ayes. Motion carried.

Ordinance No. 2018-05. An Ordinance amending and supplementing the Planning and Zoning Code to correct typographical errors; establish a deadline for the dedication of streets; authorize the Code Enforcement Officer to extend the time for site plan approval; add the definition for Institutional Care Facility; prohibit truck stops, storage of vehicles as a principle use, and freestanding drive-through facilities; limit the number of semi-trailer truck refueling stations; change the maximum height requirement for fences and/or retaining walls under certain circumstances; clarify only one principle use allowed per parcel, like uses can be on one lot, accessory structures must be subordinate in height to the principle structure, and the sum of square feet of footprint of principle structure; require a permit for unenclosed patios; add floor standards for accessory buildings; permit the raising of chickens; prohibit wood piles in side yards; change the industrial architectural design standards; require private driveways and lots to meet certain requirements; exempt residential property from certain landscaping requirements; expand on the requirement for landscaping; clarifying requirements for street trees for private commercial developments; establish a minimum requirement for certain landscaping; include dumpster wall damage protection; modify the area and height for wayfinding signs and monument signs; permit digital signs in industrial districts; allow for pole mounted driveway signs; amend the material and construction type for ground mounted and downtown signs; and include the definition of truck terminal.

Mr. Hickman asked Mr. Chesar about the shipping containers located behind the Fire Station on Route 4. Mr. Chesar's understanding is that it is a training facility for the Fire Department and will look into the shipping containers and provide information as it relates to the Planning and Zoning Code.

Mr. Clark moved to consider this the first reading of Ordinance No. 2018-05 and have it read by title only; seconded by Mr. Funk. Voice vote. Motion carried.

The Clerk of Council read Ordinance No. 2018-05 by title only.

Mr. Clark moved to approve the first reading of Ordinance No. 2018-05; seconded by Mrs. Hale. Roll call vote: seven ayes. Motion carried.

Administrative Reports

Mr. Brock reported that Moody's has upgraded the water bond from an A3 to A2 and it shows that our water fund is healthy.

Mrs. Waggaman distributed a list of recommended capital projects that will be included in the budget that will be presented at the next meeting.

Executive Session

Mr. Clark moved to adjourn into executive session to consider the purchase of property for public purposes and confidential information related to the specific business strategy, and personal financial statements of an applicant for economic development assistance; seconded by Mrs. McElfresh. Roll call vote: seven ayes. Motion carried.

Council adjourned into executive session at 8:08 p.m.

Mr. Clark moved to reconvene into regular session; seconded by Mrs. Hale. Voice vote. Motion carried.

Council reconvened into regular session at 9:11 p.m.

Mr. Clark moved to adjourn the regular session of Council; seconded by Mr. Funk. Voice vote. Motion carried.

The regular meeting of Council adjourned at 9:12 p.m.

Respectfully submitted,

Angela S. Wasson, CMC
Clerk of Council