

BEAVERCREEK TOWNSHIP

ZONING DEPARTMENT

851 Orchard Lane, Beavercreek, Ohio 45434

Ph: (937) 306-0065 Fax: (937) 427-6574



2015

ANNUAL

REPORT

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Introduction: For the Zoning Department, 2015 was characterized by five major themes:

- 1) The continued improvement in national, state and local economies resulted in another significant increase in the number of single-family dwelling permits, from 60 to 97, and about a 50% increase in all Zoning applications compared to the previous year;
- 2) The acquisition of the Russ Research Center by Ohio University was simply the most visible of a number of projects that required the Zoning Administrator to shift his emphasis significantly from Zoning to Planning functions.
- 3) Reorganization of the Zoning Department (which continues into 2016).
- 4) The U.S. Rt. 35 improvement proposal, along with the related effort to develop a Highway Business Overlay Zoning District
- 5) Economic Development became an increasingly important aspect of our work.

I want to take a moment up front to thank: Michele Grogean for her unflagging good cheer in assisting us with a wide range of items, including technical assistance.; Alex Zaharieff for adeptly navigating the relationship that is (and must be) both supervisory and collegial at the same time; Jim Barone for virtually instantaneous response to all inquiries; and other department heads - for the spirit of collegiality and mutual support that is so priceless in any workplace. Special thanks go once again to Laurie Brown. We have formally undertaken a process that involves, and will continue to involve, that she take on additional responsibility and tasks. Her well of good cheer and desire to learn and be helpful seems bottomless.

Planning as a Function of Zoning (and Vice-Versa): Though the job title does not yet contain the word "planning", it's evident that a certain amount of the Planner's functions are needed in the administration of the Zoning Department. And, as Zoning blends into Planning, so Planning now blends into Economic Development. Some of the sense of accomplishment we experienced in 2015 was certainly derived as Planners and Economic Development advocates for Beavercreek Township. This took place primarily in two areas:

- 1) Involvement in actual, on the ground planning; this refers to the consulting and advisory functions needed to assist developers, property owners, project managers and their contractors with the development and presentation of plans to a public body, when necessary. It also involves meetings, conferences and workshops that allow us responsibly to advise elected officials on matters such as the legislative landscape and policy considerations.
- 2) Maintaining and enhancing solid working relationships with other entities, mostly public, necessary for the Township to accomplish its goals. In 2015, these have included:
 - Miami Valley Regional Planning Commission
 - Regional Planning and Coordinating Commission of Greene County
 - Greene County Dept. of Development
 - Greene County Dept. of Building Regulation

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- Greene County Flood Plain Administrator
- Greene Soil and Water Conservation District
- Greene County Engineer
- Greene County Sanitary Engineer
- Greene County Environmental Services
- Greene County Parks & Trails
- Greene County Prosecutor's Office
- Greene County – Lewis A. Jackson Regional Airport
- Beaver Creek Wetlands Association
- University of Dayton

Zoning Permits:

The following chart compares numbers of Zoning Permits issued for the last six years. The revenue line is the amount generated by Zoning Department fees, which were raised effective June 1, 2015.

	2010	2011	2012	2013	2014	2015
Single family dwellings	62	37	47	26	61	96
Driveways	32	22	32	27	57	94
Additions	4	9	1	3	10	5
Fences	16	19	14	20	22	13
Pools (including fence)	2	4	8	11	5	7
Signs	6	7	7	4	9	7
Rights of Way	3	0	7	1	2	3
Accessory Decks & Covered Patio	14	16	26	15	8	14
Accessory Structures	13	13	14	14	13	15
Commercial Structures	1	0	7	2	0	0
Commercial Addition	2	0	2	1	1	2
Commercial Accessory Structures	1	0	1	2	5	2
Temporary Tents Permits	13	13	13	13	14	12
Exemption Certificate	0	1	2	3	2	6
Use Compliance Certificates	1	2	1	1	1	3
Cell Tower Co-location	0	0	0	0	2	0
Temporary Use Permits (Real Estate Sales)	0	0	0	0	2	0
Political Signs	1	5	2	19	4	7
Parks Permits	0	0	0	0	0	18
Total	171	148	184	162	218	304
Revenue	\$14,274.80	\$24,094.65	\$15,843.80	\$11,735.00	\$15,910.00	\$29,380.00

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BZA: The Board of Zoning Appeals met four times in 2015. Two Variances and one Home Occupation Permit were approved.

Zoning Commission: The Zoning Commission met seven times in 2015. One major Specific Site Plan was approved, as were a couple of smaller development proposals. Three of the meetings were work sessions, one dealing with the proposed amendments to the Stonehill Village Master Plan; the other two were about the Highway Business Overlay district.

Trustees Zoning Actions: The Board of Trustees held three Special Zoning meetings in 2015, plus a joint work session with the Zoning Commission. One major Specific Site Plan and one text amendment were approved. The third Special meeting was a joint work session with the Zoning Commission concerning the Highway Business Overlay district.

Administrative Accomplishments:

- ✓ Revised Zoning Department fee schedule, resulting in a significant increase in revenue;
- ✓ Established an electronic Receipt procedure & form, allowing for easier tracking of permits and revenue;
- ✓ Assumed responsibility for the Township Directory and the issuing of Parks Permits;
- ✓ Served another year as Co-chair of the Employee Recognition Committee;
- ✓ Served twice as acting Township Administrator;
- ✓ Participated in the development of the approved Township Economic Development Plan;
- ✓ Implemented recommendations of the Performance Audit, most notably the training of the Department clerk to assume new professional Zoning responsibilities;
- ✓ Took training class in Excel spreadsheet software;
- ✓ Expanded our bi-weekly report to include projections of additional revenue generated by Zoning activity, as well as regular updates of Permits and a subdivision build-out chart;
- ✓ Convened a committee drawn from the wider Beavercreek Township and City communities to consider establishment of a Safe Routes to School program for students of the Beavercreek City Schools. The committee has committed to the creation of a School Travel Plan which, when approved by ODOT, will be the basis for grant applications to enhance the safety of children walking and riding bikes to school;
- ✓ Served as a “Community Contact” for the students at the University of Dayton taking a Sustainability cap-stone project-oriented class. I was invited back for the Winter term of 2016; my project group is working to update and reconcile three different wetland inventories that cover the Miami Valley Region.

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Conclusions: 2016 will be another busy year.

Planning:

- Two new subdivisions have had inaugural sections approved for construction.
- The revision of the Master Plan for Stonehill Village will be completed by the end of February.
- Continuing advancement of the U.S. Rt. 35 Reconstruction project by ODOT has itself led to renewed attention to the highway corridor.
- Completing the Highway Business Overlay district has been a **challenge**. We will continue to work on it, and hope to add a Highway Business Corridor Overlay District chapter to the Zoning Resolution in the second quarter.
- Ohio University will soon submit the first of several applications leading to the consolidated ownership and Zoning of their newly acquired properties. Site Plan applications will follow shortly thereafter.
- We will also add a Wellhead Protection Overlay District chapter to the Zoning Resolution.
- We will revise the Flood Plain and River Protection District chapter of the Zoning Resolution.
- We will begin work to consider whether to add a Wetland Protection Overlay District.

Zoning: All three public bodies that deal with zoning matters will be busy in 2016. The permit increases seen in 2015 set the tone for a development pace that shows every sign of accelerating.

It has also been a **challenge** to get the Departmental reorganization in place. This work will be completed in the first quarter.

Additionally, we project the following:

- At least one re-zoning case;
- At least one Conditional Use application;
- Several variance requests;
- At least two Zoning Resolution Text Amendments;
- About 120 Zoning Permits for single-family dwellings;
- About 325 total Zoning Permits.

Thanks to one and all for your continued support.