



HAMILTON TOWNSHIP

HAMILTON TOWNSHIP ADMINISTRATION

Darryl Cordrey – *Trustee, Chair*

Joe Rozzi – *Trustee*

Mark Sousa – *Trustee*

Kurt Weber – *Fiscal Officer*

7780 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-8520

Township Administrator

Brent Centers
(513) 239-2372

Police Department

Scott Hughes – *Police Chief*
Phone: (513) 683-0538

Fire and Emergency Services

Brian Reese – *Fire Chief*
7684 South State Route 48
Maineville, Ohio 45039
Phone: (513) 683-1622

Public Works

Kenny Hickey – *Director*
Phone: (513) 683-5320

Assist. Fiscal Officer

Ellen Horman
Phone: (513) 239-2377

Human Resources

Kellie Krieger
Phone: (513) 239-2384

Economic Development and Zoning

Alex Kraemer
Phone: (513) 239-2376

Community Development Coordinator

Nicole Early
(513) 683-5360

TRUSTEE MEETING AGENDA 8/4/2021

6:30 PM

- Roll Call
- Pledge of Allegiance
- Approve of the Clerk's Journal and Accept the tapes as the Official Minutes of the July 21, 2021 Township Trustee Meeting
- Bills before the Board

Public Comments

Human Resources

Public Hearing

- Antenna Gear, LLC Site Plan Review

New Business

- Motion: Enter into contract with ADP, Inc. for payroll and scheduling services
- Resolution 21-0804: Increase of Appropriations (General)
- Resolution 21-0804A: Valley View/Hopewell Valley Section 9 PUD Stage 3 Final Plan
- Resolution 21-0804B: St. Zachary's Haven PUD Stage 2 & 3 Final Plan

Fiscal Officer's Report

Administrator's Report

Trustee Comments

Executive Session

Adjournment

The agenda is to give an idea of the various discussions before the Board. The time and order of Agenda items is subject to change in order to maintain efficiency and timeliness of the meetings. Citizens may address the Board under the Public Comment section of the agenda.

The following guidelines protect your rights as well as those of others:

1. *Speakers must state their name and full address for the record.*
2. *The Board Chair will recognize each speaker, and only one person may speak at a time.*
3. *Speakers will address any and all comments to the Board of Trustees and Fiscal Officer. The Board may request further information from staff at their discretion.*
4. *Anyone who willfully disrupts a Board meeting may be barred from speaking further, or may be removed from the meeting and detained by officers of the Hamilton Township Police Department. (ORC 505.09; ORC 2917.12)*

Hamilton Township Trustee Meeting

July 21, 2021

Trustee Board Vice-Chairman, Joe Rozzi, called the meeting to order at 6:30 p.m. Mr. Rozzi and Mr. Sousa were present. Mr. Cordrey was not in attendance for this meeting.

The *Pledge of Allegiance* was recited by all.

Motion made by Mr. Rozzi with a second by Mr. Sousa to approve of the clerk's journal and accept the tapes as the Official Meeting Minutes of the July 7, 2021 Trustee Meeting.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Absent

Motion made by Mr. Rozzi with a second by Mr. Sousa to approve the bills as presented to the Board.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes
	Darryl Cordrey	Absent

Presentations

Fire Chief Brian Reese introduced Mr. Stuart Koloszar. He comes to us from Monroe where he graduated in 2017. He then attended Cincinnati State University and received his Associate Degree in Fire Science and his Paramedic in 2020. He has worked for Deerfield Township part time since 2018 and came to us in March of this year to work part time. Fortunately, we had a position come open and we offered him the job, so he started full time with us in June.

Chief Reese read the Oath of Office to officially swear Mr. Koloszar in as a full-time member of Hamilton Township Fire Rescue. A round of applause was given by all.

Mr. Rozzi called a brief recess.

Public Comments

Mr. Rozzi opened the floor to public comments at 6:39 pm.

No comments were made, therefor Mr. Rozzi closed the floor to public comments at 6:39 pm.

Human Resources

Human Resources Manager, Ms. Kellie Krieger, requested a motion to update the active Hamilton Township Employee Roster by removing Mr. Brian Beaudry effective July 7, 2021.

Mr. Rozzi made a motion with a second from Mr. Sousa to approve the Roster update.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Absent

New Business

-Resolution 21-0721: Accepting public streets for maintenance and establishing speed limits in section Eleven "B" and Eleven "C" in the Regency Park Subdivision.

This Resolution will allow Hamilton Township to accept Section Eleven "B" and Eleven "C", in the Regency Subdivision from Warren County as Hamilton Township streets and establish the Township speed limit of 25 mph.

This is declared an emergency measure necessary for the immediate preservation of the peace, health, safety, and welfare of Hamilton Township. The reason for the emergency is to provide an immediate establishment of a safe speed.

Mr. Rozzi made a motion with a second from Mr. Sousa to approve Resolution 21-0721.

Roll call as follows:	Mark Sousa	Yes
	Joe Rozzi	Yes
	Darryl Cordrey	Absent

Work Session

-Discussion on CARES funding expenses and closing fund

Mr. Centers explained that we met with Hurst Kelly, LLC and we want to close the BC's for CARES Funding knowing that this will be the last year for it; with the addition of two expenses. Once those BC's close out, we can use purchase orders at any time. We also know that we will need the exact amount of interest accrued at the end of the year for reappropriations before we can disperse the remainder of the funds into Salaries. At that time, it will be \$199,831.57 and does not include the interest. There are still two projects that we would like to do: one being the HVAC system in this building to increase the air quality. The other was gym equipment which we discussed with legal and there are opinions that fitness drops the likelihood of something

negative happening if you contract COVID and so the emergency services would like to upgrade some of their equipment. We do not currently have costs on that. We do believe that the duct work would be over \$50,000 so we will need to bid the work, but we do not have an exact cost yet.

Mr. Rozzi asked if we will have more discussions once we get the costs back. Mr. Centers responded that, that is correct.

Mr. Sousa asked if we would be replacing all units and duct work?

Mr. Centers explained that we have a total of 11 air conditioning units and every year we budget money in case something goes wrong and we often use that money. The units that we have are residential and we have had a lot of maintenance trouble with them so we want to look into commercial units to see if anything will change.

Mr. Hickey explained that we are unable to do rooftop units due to the pitch of the building.

Mr. Sousa asked if the Cares Fund would cover this?

Law Director, Mr. Ben Yoder responded that they would.

Mr. Centers mentioned that while we did not have a lot of details, he just wanted to update the Board.

Fiscal Report

Fiscal Officer, Mr. Kurt Weber stated that this is the financial report for the month of June. We are 50% thru the year and we have received 58% of our estimated revenue. We have spent roughly 45% of our expenditures. Our overall total cash balance is almost \$14.5 million. Overall, we are doing really well.

Administrator's Report

Mr. Centers stated that the Baxter Road Bridge project is complete, and the entire process went very smoothly. This was the most well planned and executed project he has seen since working with Hamilton Township.

Mr. Sousa asked for renderings of the 48 widening project and how it will change the intersection of State Route 48 and 22/3. Mr. Weber explained that more drawings will be available in 2022 but what is currently proposed is that there will be dedicated turn arrows for dual turn lanes.

Mr. Centers explained that we have filed for the American Recovery Plan Funds. We do not have much details on this right now.

The viaduct bridge work remains on schedule.

Lastly, Mr. Centers recognized Mr. Kraemer for receiving the Ohio Certified Economic Developer credential (OhioCED). He is one of less than 20 in the state to hold these credentials. To be certified, an economic developer must complete more than 70 hours of core coursework, 24 hours of elective coursework, and complete a Capstone project. Mr. Kraemer completed his Capstone on JEDD's, receiving this credential last week which is pretty impressive.

Mr. Weber commented on the viaduct construction work. The Engineer's Office heard that the bridge work is close to being complete, however once the bridge does open, they will be closing Foster-Maineville Rd. between Butterworth and Old 3C Highway for one week.

Trustee Comments

Mr. Sousa hopes everyone is enjoying summer, vacations, and other various activities. He is happy to hear that the bridge work is close to finishing.

Mr. Rozzi congratulated Mr. Kraemer on his accomplishment. He also reminded everyone that National Night Out is being held on August 3rd at Oeder's Lake.

Adjournment

With no further business to discuss, Mr. Cordrey made a motion with a second from Mr. Rozzi to adjourn at 6:53 pm.

Roll call as follows:	Joe Rozzi	Yes
	Mark Sousa	Yes
	Darryl Cordrey	Absent

The HAMILTON TOWNSHIP TRUSTEES

Site Plan Review: AntennaGear, LLC

537 Grandin Rd., Maineville, OH 45039

August 4, 2021 6:30PM

Owner: McNK Properties, LLC, 11575 Reading Rd., Cincinnati, OH 45241

Applicant: Geraci & Co. Inc., 6028 Enterprise Dr, Maineville, OH 45039

Spokesperson: Joe Geraci

Location: 6099 Enterprise Drive, Maineville, OH 45039; Parcel ID #1606320006; McNK Properties Lot #2

Size: 2.0551 acres

Zoning: M-1 Light Industry District

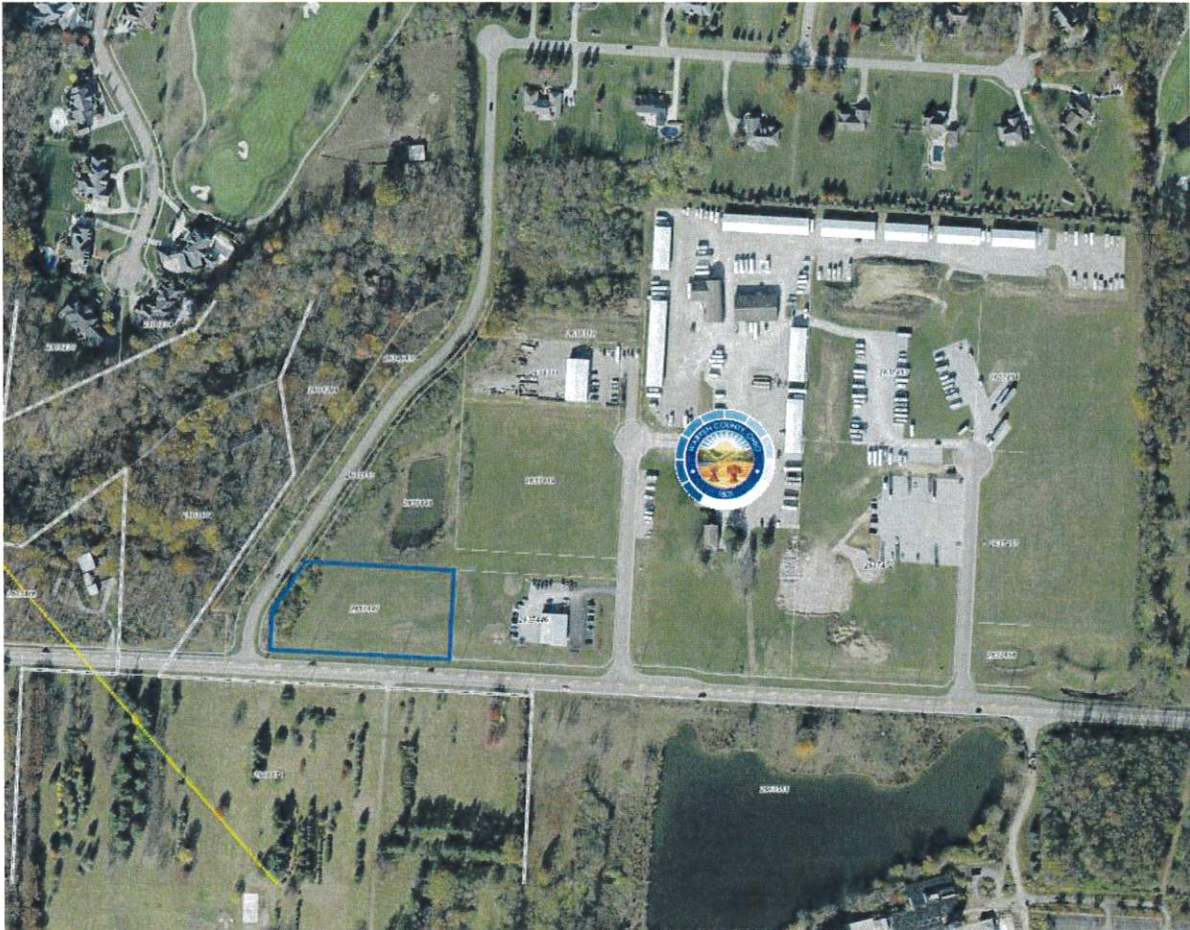
Request: Site Plan Review for AntennaGear, LLC to construct a 12,000 square foot facility

History: The property is zoned M-1 Light Industry District and is currently vacant land

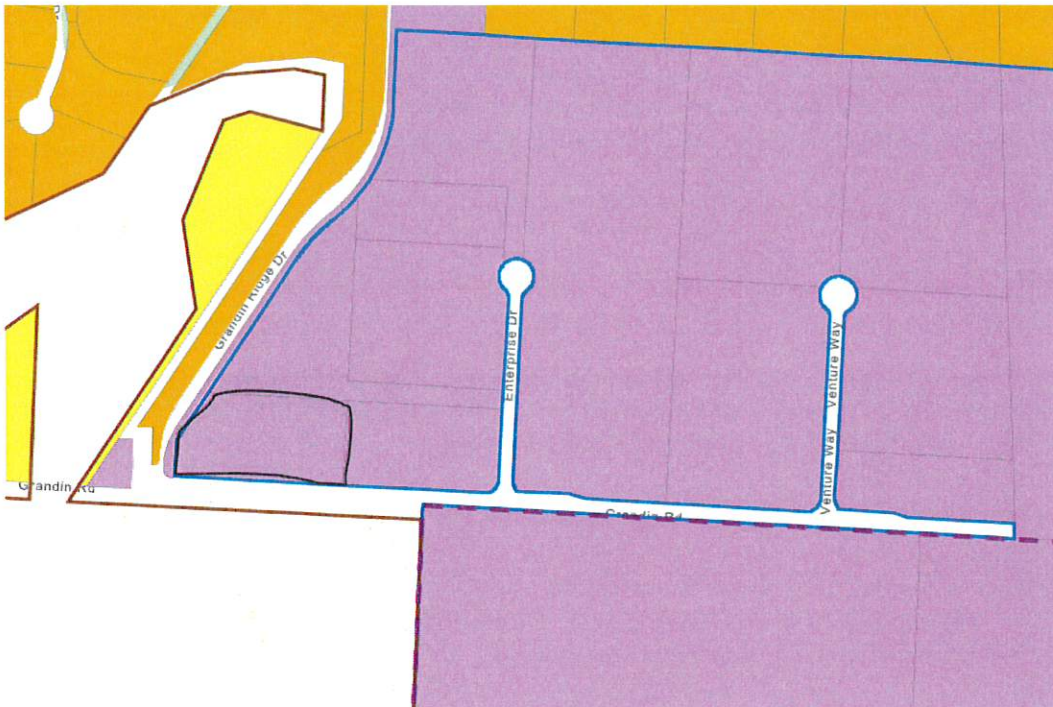
Project Summary: The Applicant seeks approval of a Site Plan Review for AntennaGear to build a 12,000 square foot facility to house its operations consisting of receiving, warehousing, assembly, office space and distribution.

Project Description: AntennaGear proposes to build a 12,000 square foot facility consisting of light assembly, warehouse, office space and distribution. There will be 2 delivery doors for receiving and shipping; 4 office rooms with a conference room and break room and 2 restrooms; and 4 separate warehouse spaces. Access will be from Enterprise Drive and will enter the site from the northeast corner. There are 8 proposed parking spaces with 1 handicap accessible spot.

Site Aerial:



Zoning Map:

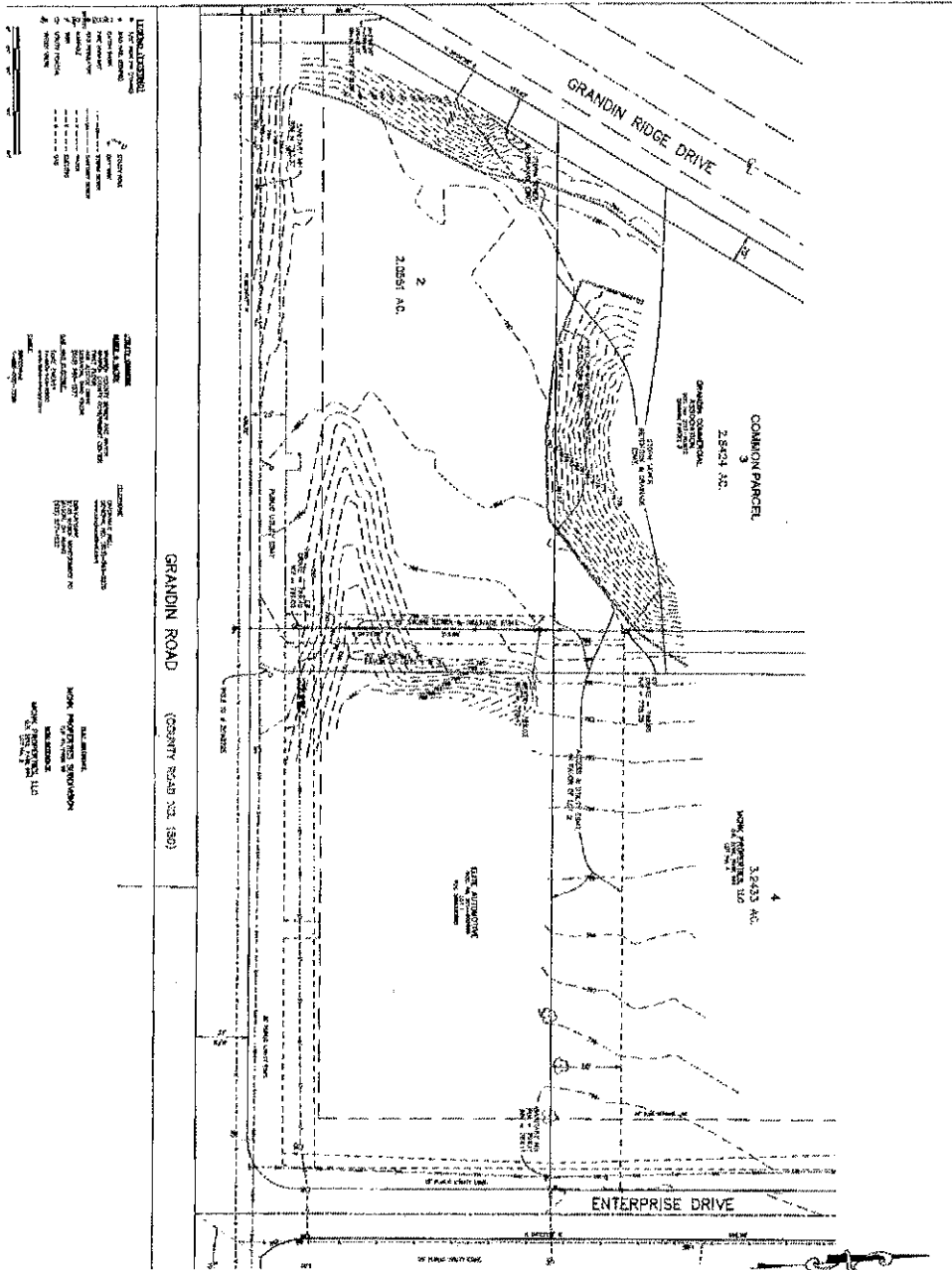


2020 Zoning (New)

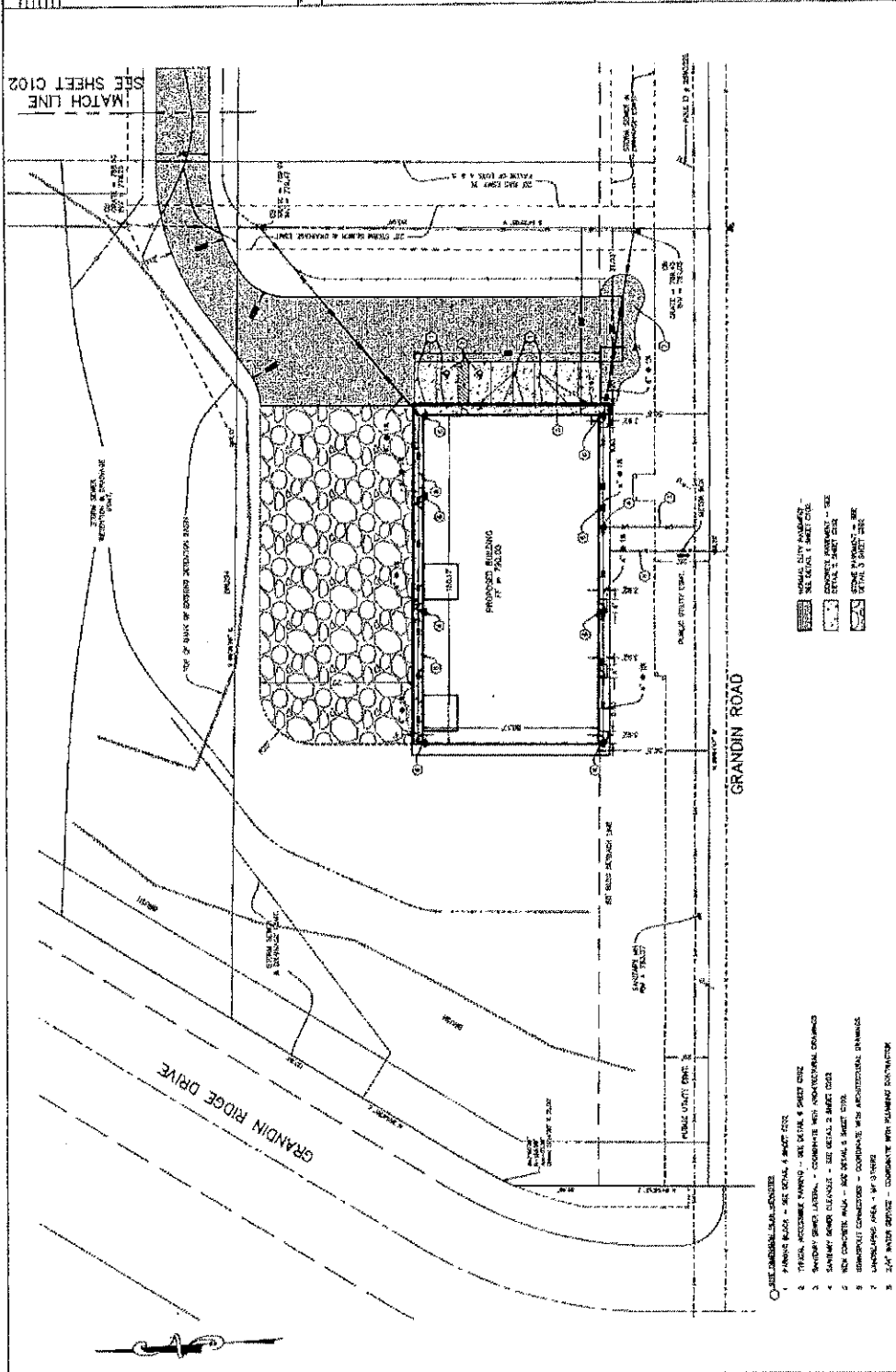
-  A-1 Agricultural
-  B-1 Neighborhood Business Zone
-  B-2 General Business Zone
-  Multiple (Check)
-  M-1 Light Industry Zone
-  M-2 Heavy Industry Zone
-  M-H Mobile Home Park Zone
-  R-1 Single Family Residence Zone
-  R-2 Two Family Residence Zone
-  R-3 Multi-Family Residence Zone
-  R-4 Urban Residence Zone
-  T-C Trailer Camp Zone

Site is zoned M-1 Light Industrial.
North: M-1 Light Industrial
South: Village of South Lebanon
East: M-1 Light Industrial
West: R-4 Urban Residence

Site Plan Summary:



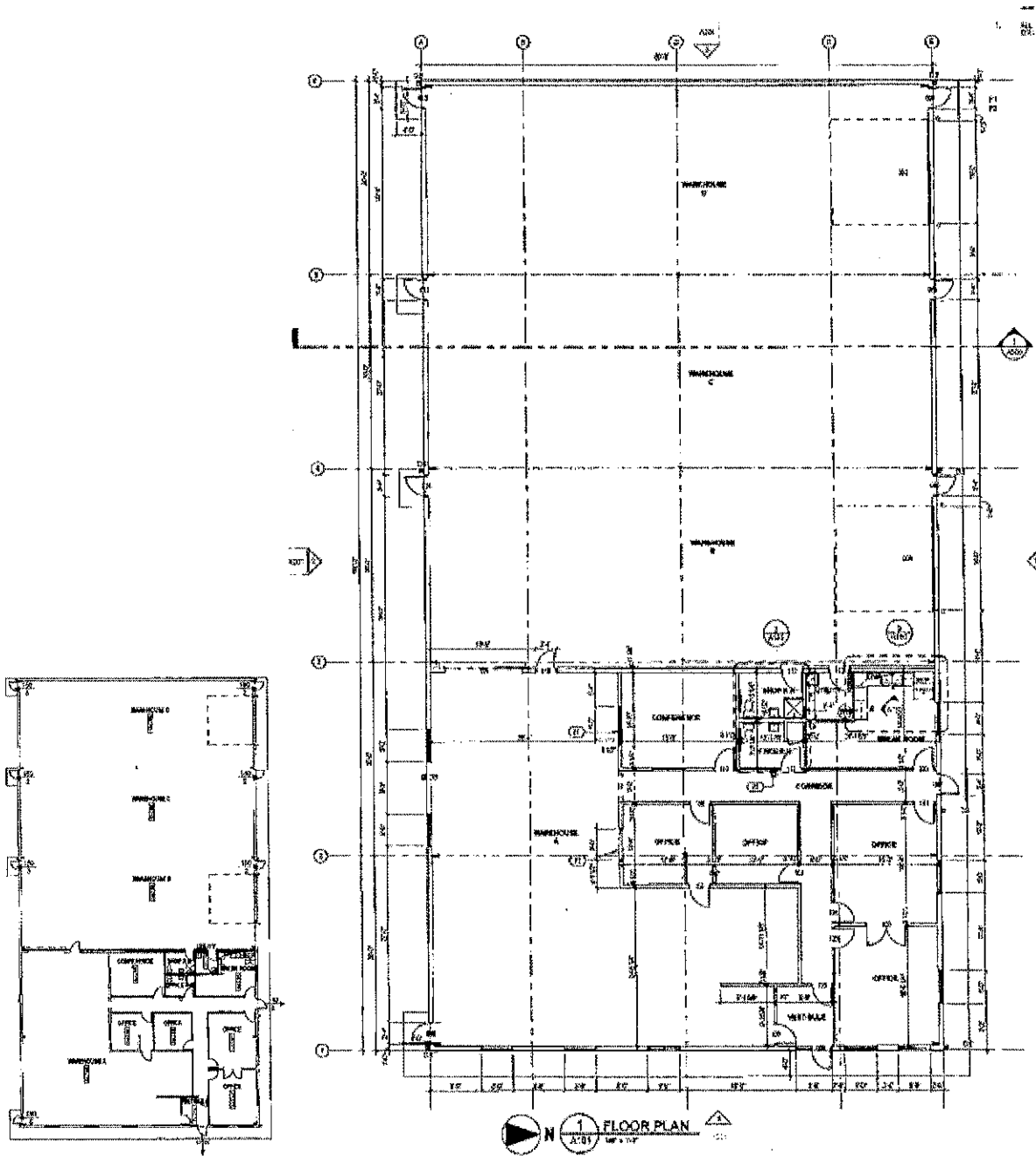
EXISTING SITE 20051 AC	NEW CONSTRUCTION FOR GERACI ANTENNA GEAR BUILDING		McCARTY ASSOCIATES, ARCHITECTS - ENGINEERS - SURVEYORS 1111 EAST PINEVILLE ROAD, SUITE 100 WARREN COUNTY, OHIO 45884 (614) 775-0200 FAX (614) 775-0201 WWW.MCCARTYASSOCIATES.COM
	PROJECT NUMBER A21-904	DATE NOTED JUNE 2011	



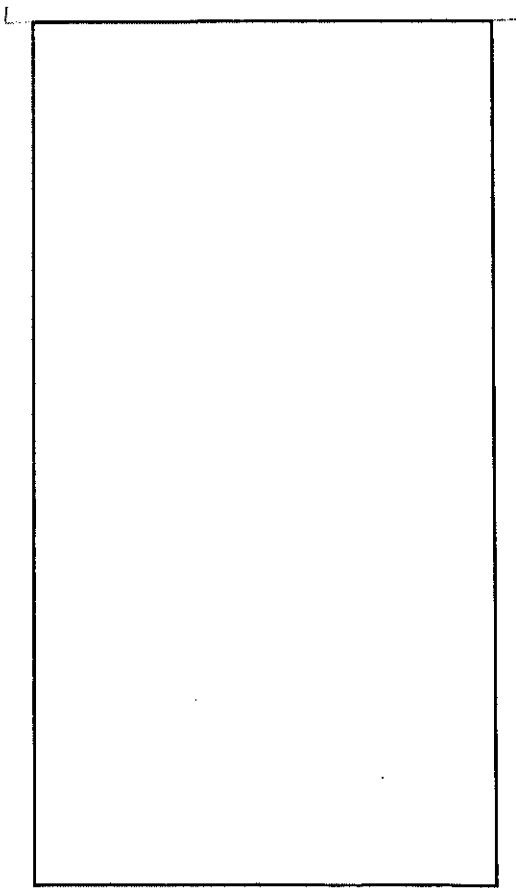
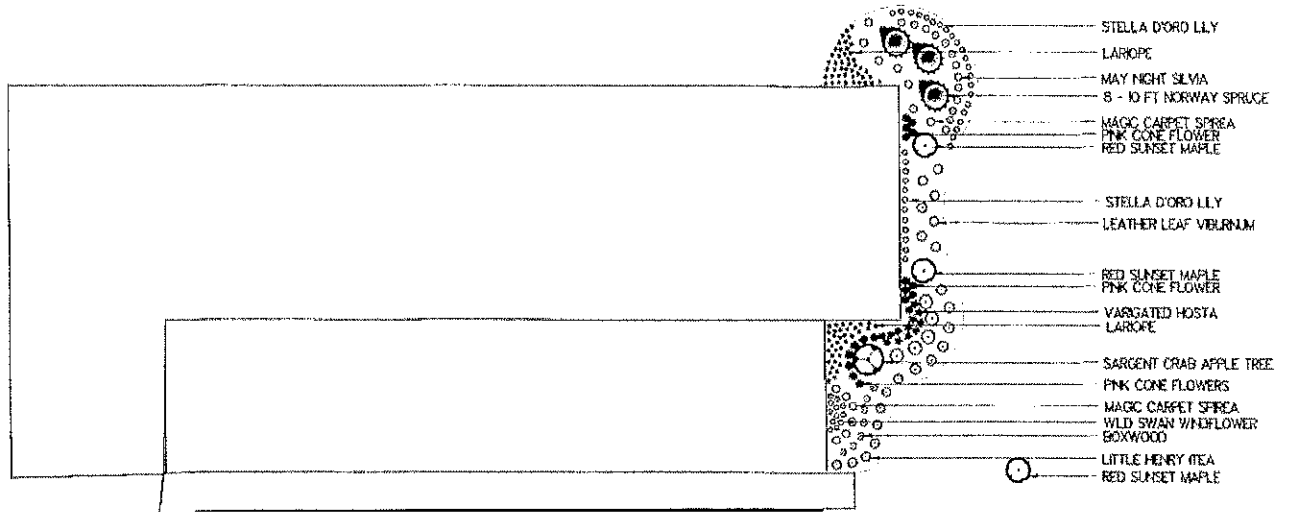
- DATE: 12/06/2021**
- 1. PARKING BLOCKS - SEE DETAIL 4 SHEET C102
 - 2. TRUCK ACCESSIBLE PARKING - SEE DETAIL 5 SHEET C102
 - 3. SURVEYED EXISTING UTILITIES - COORDINATE WITH ARCHITECTURAL DRAWINGS
 - 4. SURVEYED EXISTING CLEARANCE - SEE DETAIL 2 SHEET C102
 - 5. NEW CONCRETE WALK - SEE DETAIL 3 SHEET C102
 - 6. EXISTING CONCRETE WALK - SEE DETAIL 3 SHEET C102
 - 7. LANDSCAPING AREA - 8" x 12" SPACING
 - 8. 24" WATER SERVICE - COORDINATE WITH PLUMBING CONTRACTOR

NORMAL CITY MAPS/LOT
 SEE DETAIL 1 SHEET C102
 EXISTING ASPHALT DRIVE - SEE
 DETAIL 3 SHEET C102
 EXISTING ASPHALT DRIVE - SEE
 DETAIL 3 SHEET C102

Proposed Building: 1,200 SF Facility



Landscape Plan:



○ RED SUNSET MAPLE

○ RED SUNSET MAPLE

○ RED SUNSET MAPLE

○ RED SUNSET MAPLE

○ RED SUNSET MAPLE

Plant list and sizes:

- Stella D'oro Lily (34) 1 gal
- Lariope (80) 1 gal
- May Night Salvia (13) 1 gal
- Norway Spruce (3) 8-10 ft
- Magic Carpet Spirea (13) 5-7 gal
- Red Sunset Maple (8) 1.5-2 cal or 15 gal
- Pink Cone Flower (17) 1 gal
- Leatherleaf Viburnum (7) 5-7 gal
- Variegated Hosta (13) 1 gal
- Sargent Crab Apple Tree (1) 1.5-2 cal or 15 gal
- Wild Swan Windflower (13) 1 gal
- Boxwood (7) 3-5 gal
- Little Henry Iris (8) 3-5 gal

Zoning Requirements:

The Hamilton Township Zoning Code (*HTZC Table 4-2: Permitted Use Table*) allows Truck Terminal and Warehousing, Distribution or Storage Facility in the M-1 Light Industry District.

USE P = Permitted Use PS=Permitted Use with Use-Specific Standards C = Conditional Use	ZONING DISTRICTS										ADDITIONAL REQUIREMENTS
	R-1	R-2	R-3	R-4	M-H	T-C	B-1	B-2	M-1	M-2	
INDUSTRIAL AND WAREHOUSE USES											
Concrete Mixing									P	P	
Contractor Offices and Storage									P	PS	See 4.8.4.A
Crematory									PS	PS	See 4.8.4.B
Gravel or Sand Extraction									P	P	
Heavy Manufacturing										P	
Junkyard										PS	See 4.8.4.C
Light Manufacturing									P	P	
Office-Warehouse							C		P	P	
Research and Development Facility or Laboratory							C		P	P	
Sawmill									P	P	
Truck Terminal									P	P	
Warehousing, Distribution or Storage Facility							P		P	P	

TABLE 6-2: SITE DEVELOPMENT STANDARDS FOR NONRESIDENTIAL ZONING DISTRICTS

DISTRICT	MINIMUM REQUIRED:				MINIMUM SETBACKS:				MAXIMUM BUILDING HEIGHT (STORIES/ FEET)
	LOT AREA (SQUARE FEET)	LOT WIDTH AT BUILDING LINE (FEET)	WIDTH OF STREET FRONTAGE (FEET)	FRONT YARD (FEET)	MINIMUM SIDE YARD SETBACK (FEET)		MINIMUM REAR YARD SETBACK (FEET)		
					ADJACENT TO A NONRESIDENTIAL DISTRICT	ADJACENT TO A RESIDENTIAL DISTRICT [1]	ADJACENT TO A NONRESIDENTIAL DISTRICT	ADJACENT TO A RESIDENTIAL DISTRICT [1]	
B-1 Neighborhood Business District	43,560	100	50	50	0	50/20	10	50/20	2½; 35
B-2 General Business District	43,560	100	50	50	0	50/20	0	50/20	None [2]
M-1 Light Industry District	43,560	100	50	50	0	50/20	0	50/20	None [2]
M-2 Heavy Industry District Uses Permitted In Other Districts	43,560	100	50	50	0	50/20	0	50/20	None [2]

Architecture:

The Hamilton Township zoning inspector shall review and make decisions on architectural features in accordance with the guidelines and standards set forth in *HTZC Section 6.4*. The proposed facade for the structure is prefinished metal siding with brick at the bottom and metal roof.



Parking:

Chapter 7 of the *HTZC* outlines rules on parking, loading and circulation that shall be followed.

Table 7-1 sets the required number of parking spaces for Warehousing, Office, Distribution and Light Manufacturing at 1 space per 2 employees.

The Applicant is proposing 8 total parking spaces for the 1,200 SF Office Building (including 1 handicapped accessible space).

USE P = Permitted Use PS=Permitted Use with Use-Specific Standards C = Conditional Use	ZONING DISTRICTS										ADDITIONAL REQUIREMENTS
	R-1	R-2	R-3	R-4	M-H	T-C	B-1	B-2	M-1	M-2	
Warehousing, Distribution or Storage Facility											1.0 space per 2 employees on the maximum working shift plus space to accommodate all trucks and other vehicles used

Landscaping: Landscaping for any development shall comply with HTZC *Chapter 8: Landscaping Regulations*.

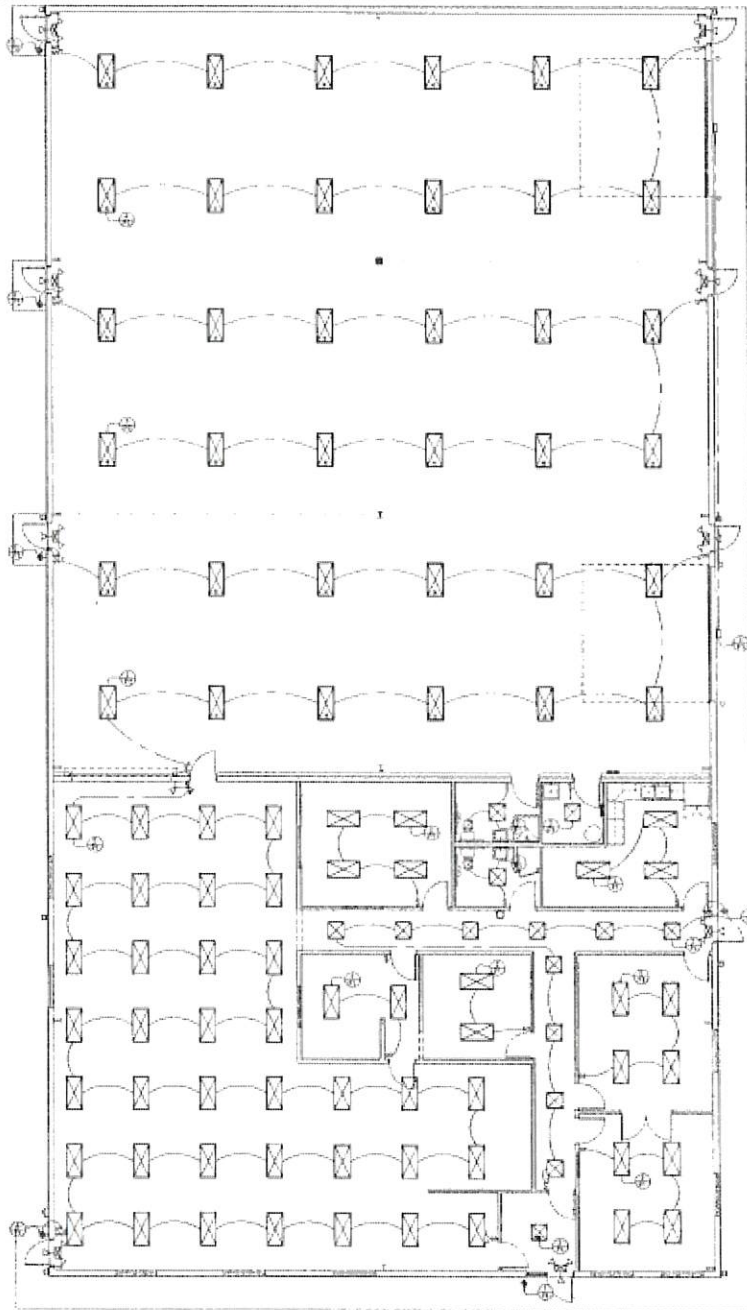
TABLE 8-3: MINIMUM INTERIOR SITE LANDSCAPING REQUIREMENTS

PROPOSED USE	MINIMUM LANDSCAPING REQUIREMENT
All uses in residential districts, excluding lots used for single family and two family dwellings	One tree per 500 square feet, or fraction thereof, of building ground floor area for all structures; each tree shall have a minimum of 2" caliper.
All uses in business districts	One tree per 500 square feet, or fraction thereof, of building ground floor area for all structures, and each tree shall have a minimum of 2" caliper; plus there shall be landscaped areas equal to 20 square feet for every 1,000 square feet of building coverage areas, or fraction thereof. Such landscape areas shall contain trees, planting beds, hedges, fences, walls, earth mounds, benches or other materials designed and located in a manner complimentary to the overall architecture of the surrounding buildings.
All uses in industrial districts	Three trees per 1,000 square feet, or fraction thereof, of building ground floor area for all structures, and each tree shall have a minimum of 2" caliper; plus there shall be landscaped areas equal to 20 square feet for every 1,000 square feet of building coverage areas, or fraction thereof. Such landscape areas shall contain trees, planting beds, hedges, fences, walls, earth mounds, benches or other materials designed and located in a manner complimentary to the overall architecture of the surrounding buildings.
NOTES: Trees planted to satisfy perimeter, vehicular use area perimeter, and interior vehicular use area landscaping requirements may be counted towards the requirements of this section.	

TABLE 8-4: TYPE AND WIDTH OF PERIMETER BUFFER REQUIRED

PROPOSED USE	ADJACENT TO (AVERAGE WIDTH – BUFFER TYPE)[1]			
	RESIDENTIAL DISTRICT	BUSINESS DISTRICT	INDUSTRIAL DISTRICT	FREEWAY, ARTERIAL OR COLLECTOR STREET RIGHT-OF-WAY [2]
Single Family Residence [3]	None	None	None	None
Recorded Residential Subdivision	None	10 feet – Buffer "A"	20 feet – Buffer "C"	50 feet – Buffer "D"
Mobile Home Park	10 feet – Buffer "A"	None	None	10 feet – Buffer "E"
Institutional Use	10 feet – Buffer "B"	None	None	10 feet – Buffer "E"
Business District	10 feet – Buffer "B"	None	15 feet – Buffer "B"	10 feet – Buffer "E"
Industrial District	20 feet – Buffer "C"	15 feet – Buffer "B"	None	10 feet – Buffer "E"
Railroad	20 feet – Buffer "E"	20 feet – Buffer "E"	20 feet – Buffer "E"	None
Utility Substation, Junk Yard, Landfill, Sewage Plant, or Similar Use	50 feet – Buffer "D"	50 feet – Buffer "D"	50 feet – Buffer "D"	50 feet – Buffer "D"
NOTES: [1] The first number listed is the minimum average width of the buffer area, with no width being less than 3 feet. The second is the type of buffer required. Materials required for each buffer type are established in Table 8-5 . [2] In business and industrial districts, the right-of-way buffer requirement shall only apply when adjacent to freeway or arterial street rights-of-way that prohibit driveways. [3] This use is individual single family residences that are not part of a subdivision.				

Lighting:



1 LIGHTING PLAN
E101 126 x 112'

TABLE 6-3: ILLUMINATION LEVELS AT PROPERTY LINE

ADJACENT LAND USE	ILLUMINATION LEVEL
Residential	0.2 Footcandles
Nonresidential	1.0 Footcandles

Signage: All signage would be reviewed by staff and approved via a Zoning Certificate.

Partner Organization Comments:

Warren County Soil & Water Conservation District:

- Requires facilities with one or more disturbed acres to obtain an Earth Disturbing Permit prior to the start of earthwork and obtain SWPPP review and approval.

Warren County Water & Sewer Department Comments:

- See comments above in Site Plan in red.

Warren County Engineer's Office:

- Staff is not aware of any comments at this time.

Staff Recommendation:

Staff recommends APPROVAL of the Site Plan for AntennaGear, LLC at 6099 Enterprise Drive in the McNK Properties, with the following conditions:

- 1) **Comply with all regulations in the *Hamilton Township Zoning Code*.**
- 2) **Meet the requirements of all Warren County partner organizations above.**

LEGISLATIVE COVER MEMORANDUM

Introduction: August 4, 2021

Effective Date: Next available date after passage

Agenda Item: **Motion**
To enter into contract with ADP, Inc. for payroll and scheduling services.

Submitted By: Brent Centers

Scope / Description: Hamilton Township currently uses *Paycore* for payroll services. *ADP* provides the same payroll services with an increase in efficiency, along with scheduling services at a lower cost than our current contract with *Paycore*.

ADP and their services have been vetted by the Hamilton Township staff, including the Township Administrator and Human Resources Manager.

Budget Impact: \$9,743.80 + \$250 initial implementation costs

Vote Required for Passage: 2 of 3

Recommendation: Approval

Company Information

Hamilton Township
7780 S State Route 48
Hamilton Township, OH 45039-8803
United States

Executive Contact

Kellie Krieger
HR Manager
kkrieger@hamilton-township.org
(513) 683-8520



90

Total
Employees



\$250.00

Implementation
Costs



\$9,743.80

Total Annual
Investment

Expiration

8/1/2021

ADP Sales Associate

Cassandra Nedeljko
CORE DM
cassie.nedeljko@adp.com
513.504.6933

* This Investment Summary has been made available for illustration purposes only and shall not become incorporated into or made part of any sales order or services agreement governing the services contemplated thereby.

Company Information

Hamilton Township
 7780 S State Route 48
 Hamilton Township, OH 45039-8803
 United States

Executive Contact

Kellie Krieger
 HR Manager
kkrieger@hamilton-township.org
 (513) 683-8520

Recurring Fees and Considerations

Number of Employees: 90 on Hamilton Township

Per Processing	Count	Min	Base	Rate	Bi-Weekly	Annual
Workforce Now Payroll Solutions	90	-	\$65.00	\$3.22	\$354.80	\$9,224.80
<ul style="list-style-type: none"> • Essential Plus Payroll • Enhanced HR • Benefits Administration • Essential Time 						
Employment and Income Verification						
<ul style="list-style-type: none"> • Employment Verification 						

Monthly Processing	Count	Min	Base	Rate	Monthly	Annual
Local Jurisdiction Fee	3	-	-	\$4.00	\$12.00	\$144.00
International Employees Rate (if applicable)				\$3.00/month		

Annual Processing	Count	Min	Base	Rate	Annual
Year End Forms, W2s or 1099s	100	-	-	\$3.75	\$375.00

Total Annual Investment	Total Annual
Workforce Now Services	<u>\$9,743.80</u>

Other Considerations	Setup
Implementation	
<ul style="list-style-type: none"> • Implementation for Workforce Now Payroll Solutions • Client will load hours history themselves 	\$250.00 N/A

Total Other Considerations	Total Setup
Implementation and Setup	\$7,700.00
Implementation Discount Value	(\$7,450.00)
Estimated Total Net Implementation	<u>\$250.00</u>



Important Project and Billing Information

Billing for Payroll Processing Services, HCM and any module bundled into the single per employee per processing fee for payroll, is billed immediately following the client's first payroll processing. The billing count is based on the number of pays submitted during each processing period, therefore total billing may fluctuate.

ADP will assign to Client an ADP Account Manager. The Account Manager's role is to promote client satisfaction by (i) being Client's point of contact to assist with any of their service needs, (ii) determining the appropriate course of action to resolve Client requests, and (iii) escalating Client requests within ADP to the appropriate subject matter expert, if needed. Notwithstanding the foregoing, ADP reserves the right (in its sole discretion) to discontinue, modify or otherwise amend its Account Manager Model service program at any time without notice. The ADP Account Manager shall not engage with more than two named client contacts.

Unemployment Claims in excess of the 10% claims cap will be billed at \$35.00 per claim. The fee for optional hearing representation is \$150.00 per appearance. Attorney representation required in certain states and is subject to change (currently: AZ, DE, KY, MO, NC, SC, SD, and WV). Representation fee not to exceed actual attorney fees. Optional service available through non-ADP affiliated attorneys. Attorneys will be retained on behalf of client for limited purpose of representing Client at the hearing. No referral fee applies. No attorney-client relationship exists or will be formed between ADP and Client.

Other

ADP's Fees for Service will be debited directly out of client's bank account of their choosing seven (7) days from invoice date.
Expiration Date: 8/1/2021

Summary

Estimated Annual Net Investment:	\$9,743.80	Total Net Implementation:	\$250.00
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The ADP Services Listed on this Sales Order are provided at the prices set forth herein and in accordance with the ADP Master Services Agreement (or other similar agreement governing ADP's services), which shall include any appendix, exhibit, addendum, schedule or other similar document attached thereto or accompanying this Sales Order. By signing below you are acknowledging and agreeing to such terms and conditions and to the listed prices.

ADP, Inc.

Client: Hamilton Township

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Workforce Now Included Services

Essential Plus Payroll

- Tax Filing Service
- Payment Services
- Reports Library and Custom Report Writer
- Wage Garnishment Processing
- Group Term Life Auto Calculation
- Online Reports and Pay Statements
- Employee and Manager Self Service
- Access to Mobile Apps
- Employee Discount Program
- New Hire Reporting
- General Ledger Solution

Enhanced HR

- Employee Development Tracking
- Paid Time Off Accruals Engine
- Multiple Languages & Currencies
- Country Specific Workflows & Processes
- Country Specific Formatting & Custom Fields
- Secure Online Document Storage with Role Based Security, Search & Auditing Functionality
- New Hire Onboarding / I-9 Workflow
- Compliance Reporting
- Organization Charting
- Policy Acknowledgement
- Total Rewards Statements

Benefits Administration

- Multiple Benefit Plan Types
- Flexible Rate Structures (Age Banded & Salary Tiers)
- Notifications & Approvals
- Invoice Auditing
- Annual 1095-C Forms
- Dependent & Beneficiary Tracking
- Employee Open Enrollment
- ACA Measurement Dashboard
- Evidence of Benefit Offering Screens
- Annual 1094-C Filing

Essential Time

- Time Collection
- PTO Management & Reporting
- Request & Approval Workflows
- ADP Portal with Customized Content
- Rule Based Calculations
- Scheduling
- Mobile Access
- Paid Time Off Accruals

Employment Verification

- Commercial Employment and Income Verifications
- Social Services Verifications
- Workers Compensation Verifications
- Client access to Electronic Reports and Tools
- Immigration Verifications

Thank you for your consideration



ADP, INC. GUARANTEED PRICE AGREEMENT

Client Name: Hamilton Township
Effective Date: 08/01/2021
Expiration Date: 08/01/2026
Customer #(s):
Contact Name: Kellie Krieger
Contact Email: kkrieger@hamilton-township.org
Reference ID #: 05385362
Requested By: Nedeljko, Cassie
Contact Phone: (513) 683-8520

ADP, Inc. ("ADP") is pleased to provide Hamilton Township ("Client") with a guaranteed price agreement (the "Price Agreement"), which shall govern any increases in fees to the Services (as defined in section 1 below) purchased by Client for the next 60 month(s), subject to the terms and conditions set forth in this Price Agreement. In consideration of the mutual agreements set forth below, ADP and Client agree as follows:

1) Price Increase: For the next 60 month(s) commencing with the Effective Date of this Price Agreement, ADP will increase prices per the schedule below for the processing services (the "Services") listed in section 1a that Client is receiving or shall receive as of the Effective Date.

1a) Included Services:

- Payroll
- HCM
- TLM

1b) Processing Services:

<u>Year #</u>	<u>Guaranteed Price Period</u>	<u>Increase %</u>	<u>Increase Date</u>
1	08/01/2021 to 07/31/2022	0.00%	08/01/2021
2	08/01/2022 to 07/31/2023	0.00%	08/01/2022
3	08/01/2023 to 07/31/2024	1.00%	08/01/2023
4	08/01/2024 to 07/31/2025	1.00%	08/01/2024
5	08/01/2025 to 07/31/2026	1.00%	08/01/2025

Items specifically excluded from this agreement are delivery, reverse wire fees, jurisdiction fees, year-end fees, and maintenance fees. In the month following the Expiration Date, Client's prices will be subject to the same price increases applied to its other clients of similar size and product utilization unless a renewal agreement is signed by both parties.

2) Guaranteed Term: As consideration for the Price Agreement, Client agrees to purchase the Services for a minimum guaranteed term of 60 month(s) commencing with the Effective Date of this Price Agreement and thereafter Client's agreement to purchase the Services shall remain in effect until terminated by Client or ADP in accordance with the terms of the ADP Major Accounts Agreement (or such equivalent ADP terms and conditions or agreement governing the provision and receipt of ADP Services including but not limited to any product specific terms set forth in such agreement) between ADP and Client (the "ADP Services Agreement").

3) Early Termination Fee: If Client terminates all Services without cause as provided in the ADP Services Agreement prior to the Expiration Date of this Price Agreement, Client agrees to pay ADP an early termination fee of 3 month(s) of average monthly processing fees for the Services (based on the average monthly fees during the twelve-month period immediately preceding the date of termination or a shorter period of time if monthly fees have been payable for less than 12 months at the termination date). If Client fails to pay the early termination fee, Client shall reimburse ADP for any expenses incurred, including interest and reasonable attorney fees, in collecting amounts due ADP hereunder. The early termination fee will be waived by ADP in the event there is a material breach by ADP of any material warranty, term, condition or covenant of the ADP Services Agreement and ADP fails to cure such breach within the timeframe provided in such ADP Services Agreement.

THE ADP SERVICES COVERED BY THIS AGREEMENT ARE PROVIDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH IN THE AGREEMENT(S) BETWEEN CLIENT AND ADP COVERING THE SPECIFIC SERVICES. THIS AGREEMENT SUPPLEMENTS AND DOES NOT SUPERSEDE ANY OF THOSE TERMS AND CONDITIONS. THIS AGREEMENT IS NOT VALID UNLESS SIGNED BY BOTH PARTIES. IN THE EVENT CLIENT HAS AN EXISTING PRICE AGREEMENT IN PLACE, THIS AGREEMENT REPLACES ANY PRIOR PRICE AGREEMENT GOVERNING THE SAME SERVICES.

LEGISLATIVE COVER MEMORANDUM

Introduction: August 4, 2021

Effective Date: Next available date after passage

Agenda Item: **Resolution 21-0804**
A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN
TOWNSHIP APPROPRIATIONS IN THE GENERAL FUND TO RECONCILE
BUDGETS FOR CALENDAR YEAR 2021

Submitted By: Brent Centers

Scope / Description: This is increasing appropriations into the General Fund for the approved
improvements to the Hamilton Township Community Center.

Budget Impact: \$36,000.00

**Vote Required
for Passage:** 2 of 3

Recommendation: Approval

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on August 4, 2021, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey - Trustee, *Chair*
Joe Rozzi – Trustee
Mark Sousa – Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 21-0804**

**A RESOLUTION AUTHORIZING AND APPROVING AN INCREASE IN TOWNSHIP
APPROPRIATIONS IN THE GENERAL FUND TO RECONCILE BUDGETS FOR
CALENDAR YEAR 2021**

WHEREAS, the Board of Township Trustees wishes to authorize and approve an increase in appropriations in order reconcile budgets and appropriations for calendar year 2021;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

SECTION 1. The Fiscal Officer is hereby authorized and directed to increase the appropriations for the General Fund Line Item 1000-110-730-0000, Improvement of Sites in the amount of \$36,000 for a total amount of \$46,000.

SECTION 2. The Fiscal Officer is hereby authorized and directed to approve a Blanket Certificate in the amount listed in Section 1 of this Resolution.

SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joe Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 4th day of August 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt E. Weber., Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Trustees of Hamilton Township, County of Warren, Ohio, at its regularly scheduled meeting on August 4, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on August 4, 2021, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee, *Chair*
Joseph P. Rozzi – Trustee
Mark Sousa - Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 21-0804A**

**A RESOLUTION APPROVING PUD STAGE 3 PLANS FOR “VALLEY
VIEW/HOPEWELL VALLEY SECTION 9” CONTAINING 22.597 ACRES OF REAL
PROPERTY LOCATED AT PARCEL 17181000270 STATE ROUTE 22 & 3,
HAMILTON TOWNSHIP, WARREN COUNTY, OHIO 45152**

WHEREAS, DR HORTON-INDIANA, LLC (the “Owner”) is the owner of approximately 22.597 acres of land located at parcel 17181000270 State Route 22 & 3, Morrow, OH 45152 (the “Property”);

WHEREAS, on April 22, 2021 the Warren County Regional Planning Commission (“WCRPC”) and on July 12, 2021 the Hamilton Township Zoning Commission each held public meetings and individually recommended approval with conditions for the Stage 3 plan;

WHEREAS, Hamilton Township Zoning Department allowed for the combination of PUD Stage 1 & 2 due to previous approval of PUD Stage 1 by WCRPC on May 28, 2020 and by Hamilton Township Zoning Commission on July 13, 2020;

WHEREAS, the WCRPC held a public hearing on December 17, 2020 for PUD Stage 1 & 2 and the Hamilton Township Trustees held a public hearing on February 3, 2021 approving the PUD Stage 1 Rezoning for “Valley View”;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio:

SECTION 1. The Board of Township Trustees of Hamilton Township finds that the PUD Stage 3 Site Plan presented at the August 4, 2021 meeting of the Board by the Owner is a viable plan for the development of the subdivision and grants approval based on these following conditions:

1. Compliance with the Hamilton Township Zoning Code, except for the modifications in the Villages of Hopewell Planned Unit Development Standards and Policies set forth in Resolution #96-414.
2. Compliance with recommendations from the Hamilton Township Zoning Commission.
3. Compliance with recommendations from the Warren County Regional Planning Commission.
4. Compliance with all Warren County partner organizations and the Ohio Department of Transportation conditions.

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 4th day of August, 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Township Trustees of Hamilton Township, County of Warren, Ohio, at its regular meeting on August 4, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The HAMILTON TOWNSHIP TRUSTEES

PUD Stage 2 & 3 Site Plan

Valley View AKA Villages of Hopewell Valley Section 9

August 4, 2021 at 6:30 PM

Owner: D.R. Horton-Indiana LLC

Applicant: D.R. Horton-Indiana LLC (DR Horton) & McGill Smith Punshon (MSP)

Spokesperson: Rich Arnold (MSP) and Tom Curran (DR Horton)

Location: Route 22 & 3

Size: 22.597 acres

Zoning: R-3 Multi-Family Residence Zone

Request: PUD Stage 2 & PUD Stage 3 Site Plan approval for a residential development

History: The Village of Hopewell Valley PUD was originally approved in 1996. Section E of that original approval called for 200 future Multi-Family units. This new PUD Stage 1 is seeking to replace those Multi-Family units with 68 Single Family Patio Homes to be built by D.R. Horton.

On April 29, 2020 the following revisions were submitted:

- The proposed minimum lot width and area are 50 feet and 6,000 square feet, respectively, having a minimum Front yard setback of 25 feet. The Side Setbacks are 5 feet/10 feet total minimum and Rear setback is 20 feet.
- Mounding has been modified and a storm water quality basin has been added near Belwood Lane.
- Lot 273 in Parcel C was eliminated due to grading constraints.
- An asphalt connection path has been made to the existing path west of Lot 16 in Parcel A-1 to the Little Miami School District property.
- Since this submittal, the applicant was not successful in acquiring access through the Villages of Hopewell Valley HOA property south of the existing roundabout, hence the revised plan proposes access from State Route 22 & 3.
- Existing Storm Water Quantity Management was provided for the entire development during the earlier phase.
- The Storm Water Quality Basins are proposed in Parcel E in order to treat storm water runoff for the 0.9 inch and below rainfall events.

Zoning Commission Recommendation – APPROVAL subject to the following conditions:

- **Compliance with the Hamilton Township Zoning Code, except for the modifications in the Villages of Hopewell Planned Unit Development Standards and Policies set forth in Resolution #96-414.**
- **Compliance with recommendations from Warren County Regional Planning Commission (RPC).**
- **Compliance with recommendations from Hamilton Township Zoning Commission.**
- **Compliance with all Warren County and ODOT Conditions.**

Project Summary: The Owner and Applicant seek Stage 3 PUD final site plan approval for previously approved revised Stage 1 PUD & PUD Stage 2 Site Plan.

Project Description: (**derived from the MSP cover letter**)
Stage 3 PUD documentation consisting of 68 single family residential homes. The developed area is 22.597 acres, of which 11.981 is in lots, 3.817 acre is in right of way, and 6.799 of open space.

Sanitary sewers will be extended from an existing manhole west of lot 363 and 364. Water mains will be extended from an existing 20" main along US 22 / SR 3. Storm water quality and quantity management is proposed west of lot 363-368. The basin has been designated per current County stormwater management requirements.

The proposed PUD site plan modifications pertain to portions of a residential development commonly known as the Villages of Hopewell Valley. The original PUD Stage 1 site plan for the 140-acre development was approved by the Hamilton Township Board of Trustees in 1996 pursuant to *Resolution #96-414*.

Parcel E was initially reserved for future development of 200 multi-family units but was changed to 68 single-family residential units on the parcel in April of 2020.

Site Aerial:



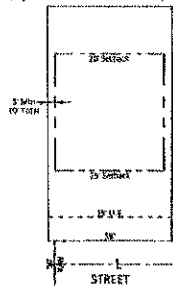
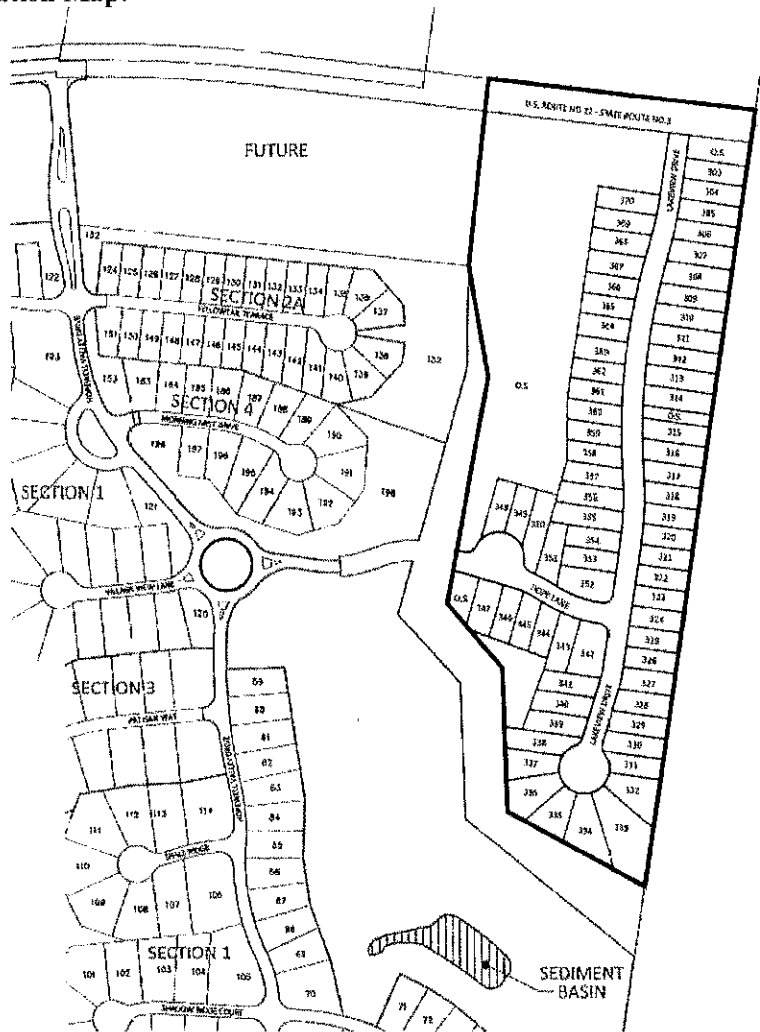
Section E Aerial:



Yellow highlighted area = Villages of Hopewell Valley Section E/Valley View

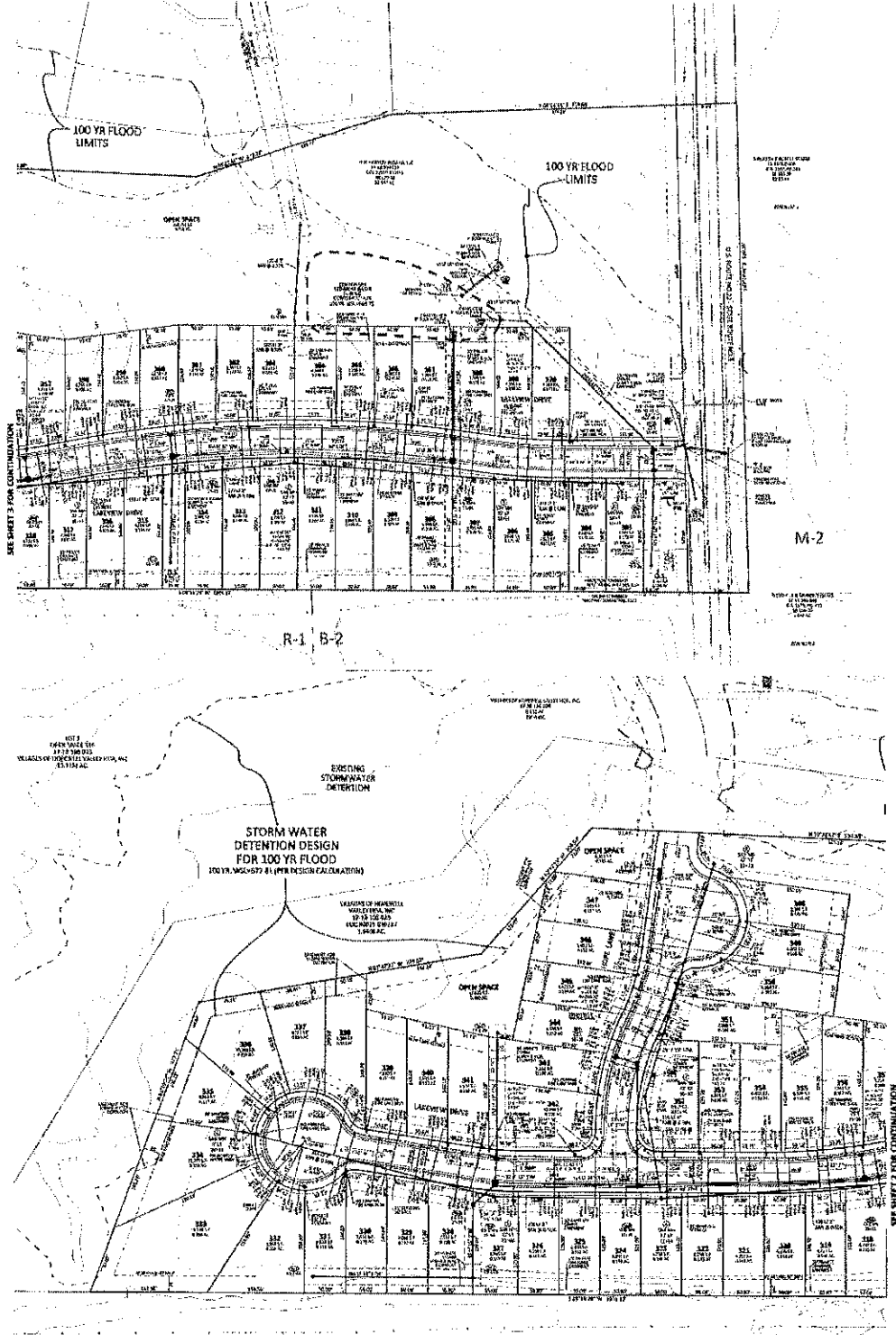
Red outlined area = Open Space owned by Villages of Hopewell Valley HOA

Location Map:

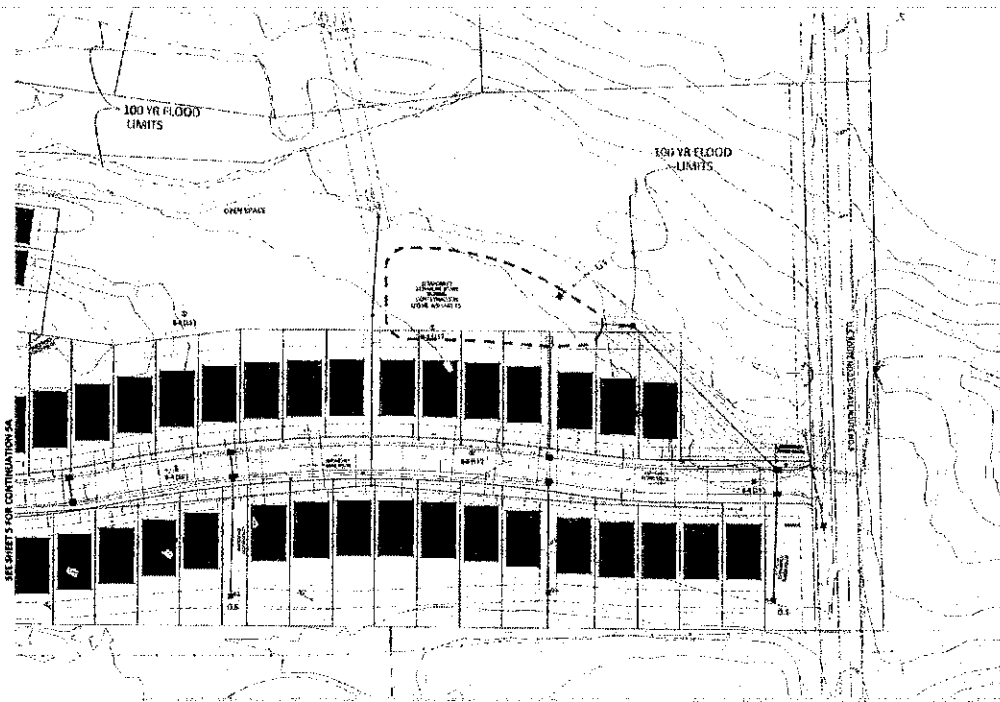
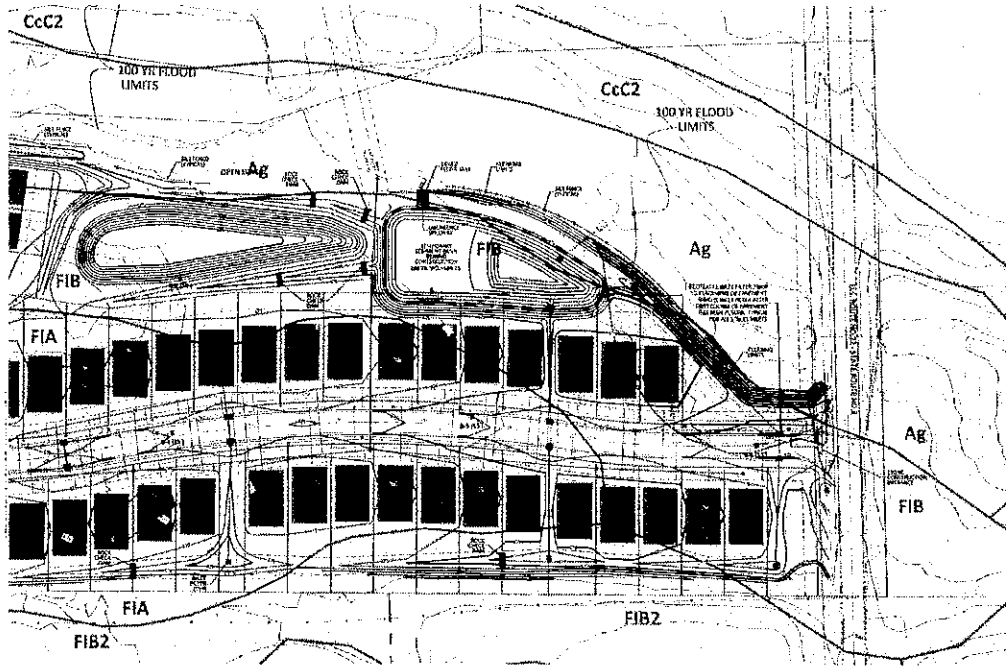


6,000 S.F. Min
TYPICAL LOT DETAIL

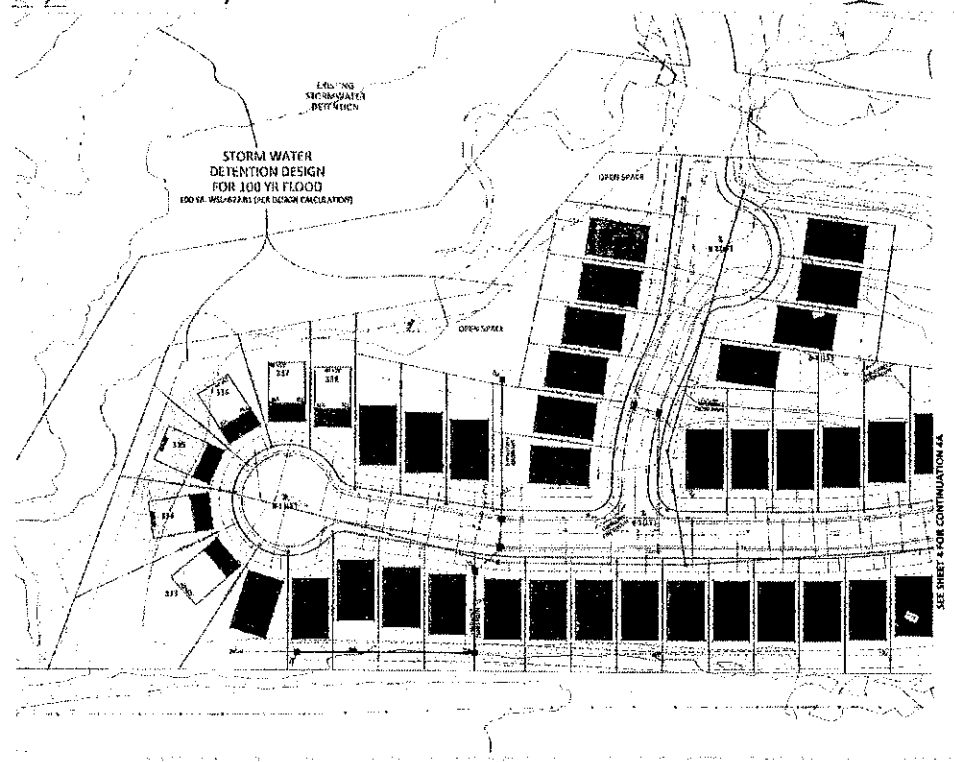
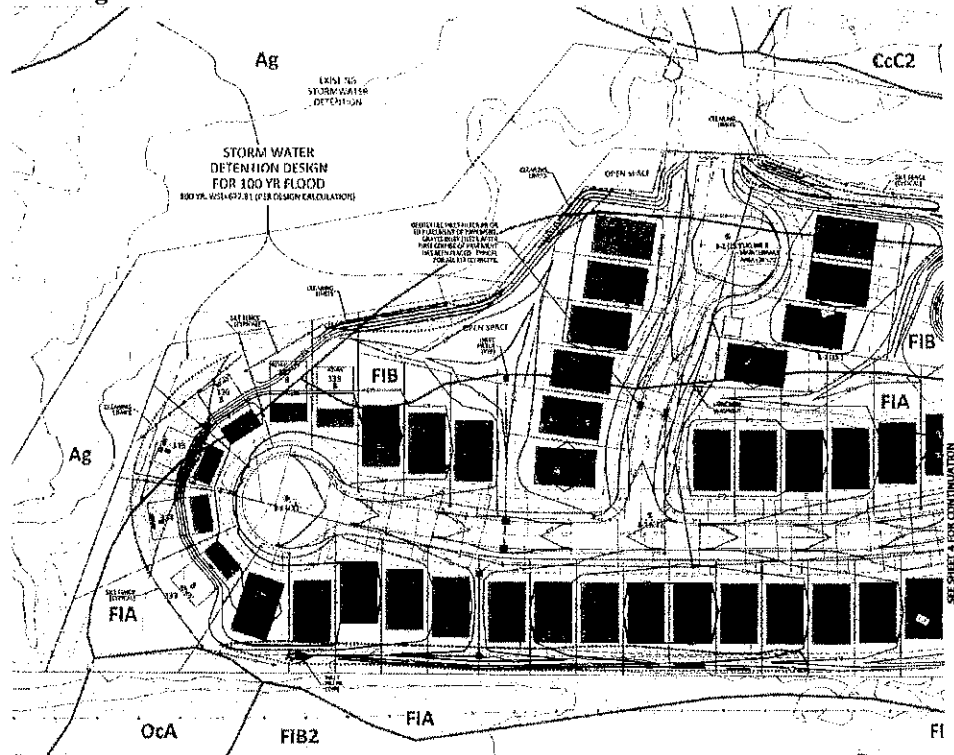
Improvement Plan:



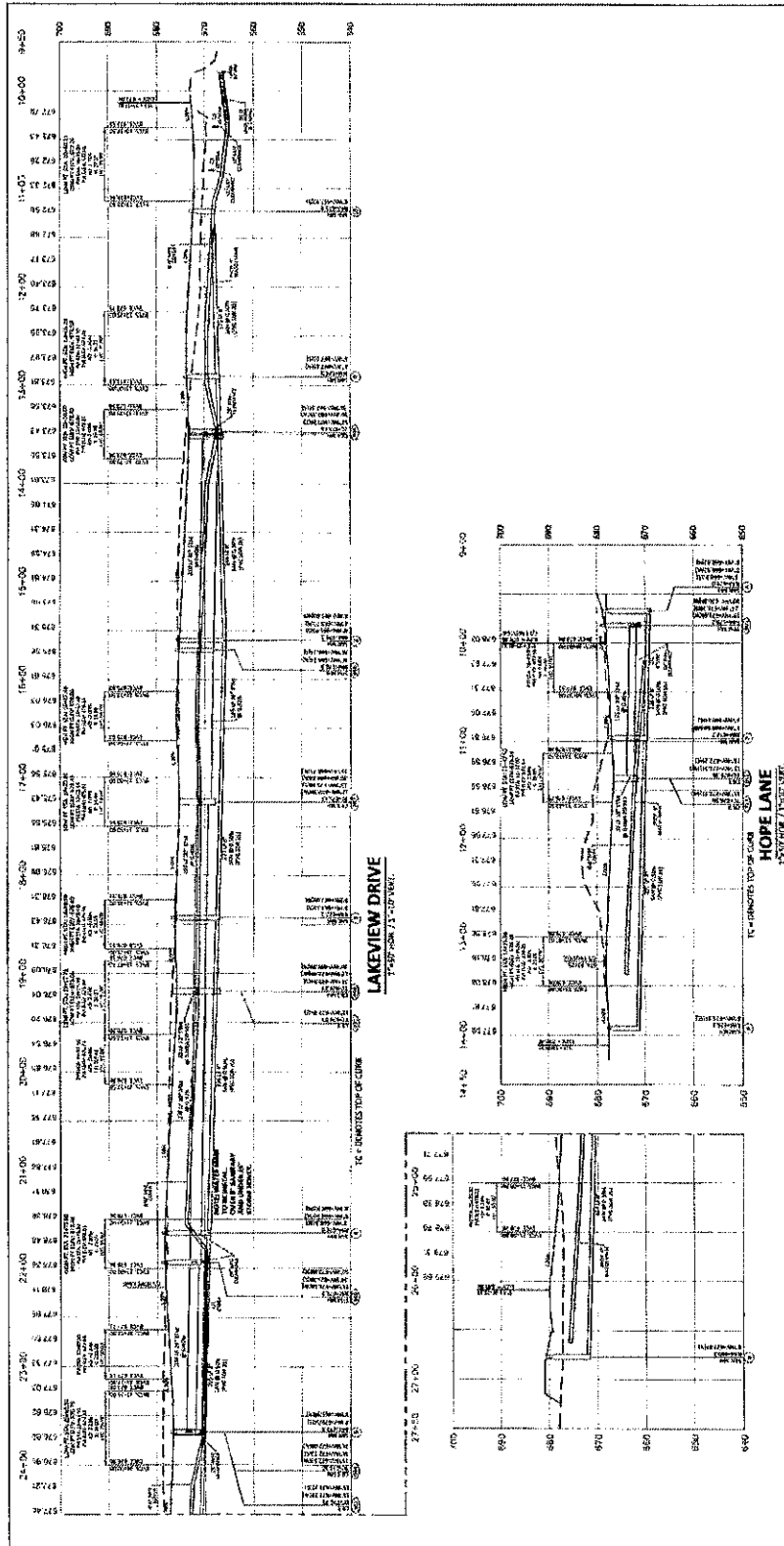
Grading and SWP3:



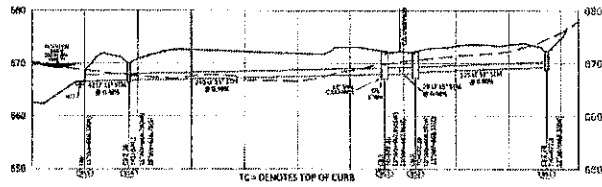
Grading and SWP3:



Profiles:

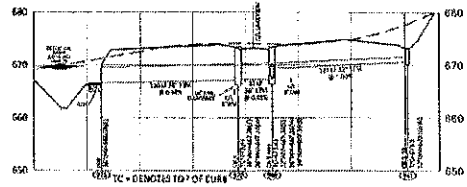


Profiles and Intersection Details:



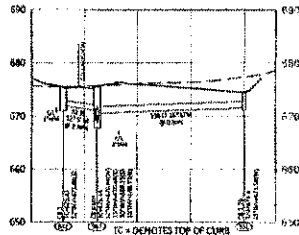
STORM SEWERS 951-955

1"=50' HOR. / 1"=10' VERT.



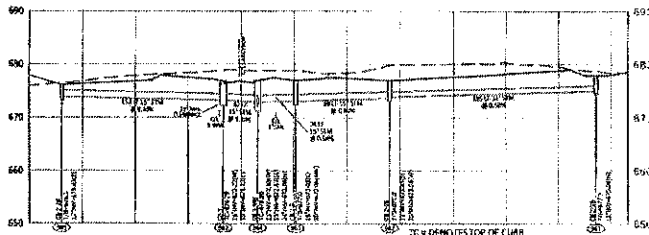
STORM SEWERS 941 & 969-971

1"=50' HOR. / 1"=10' VERT.



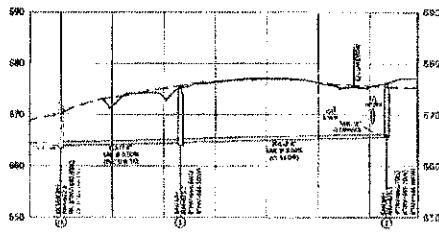
STORM SEWERS 931-932 & 967

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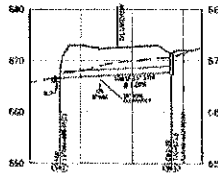
STORM SEWERS 901-902 & 961-964

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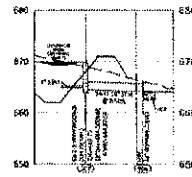
SANITARY SEWERS 1 & 2 TO EXISTING

1"=50' HOR. / 1"=10' VERT.



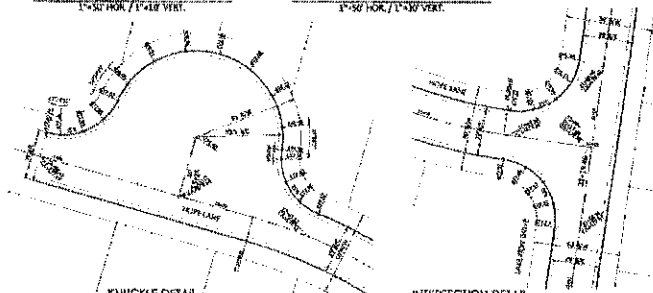
STORM SEWER 981-982

1"=50' HOR. / 1"=10' VERT.



STORM SEWER 906-907

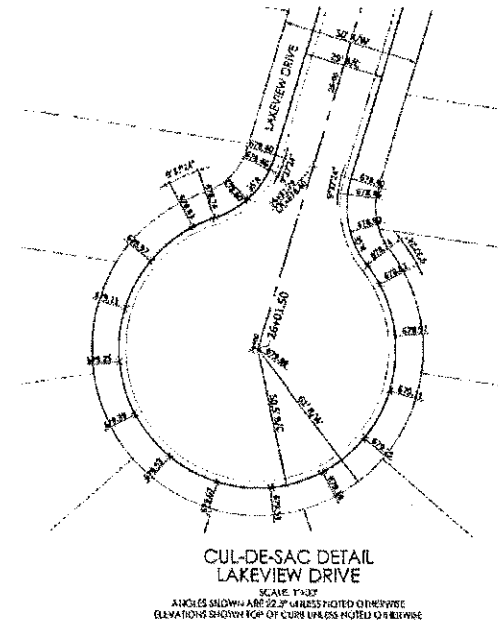
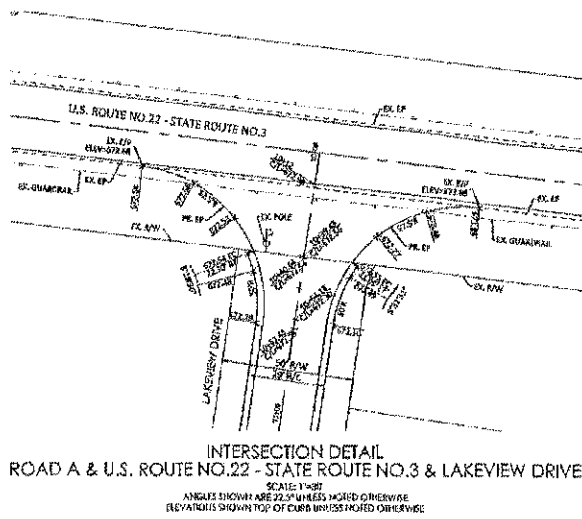
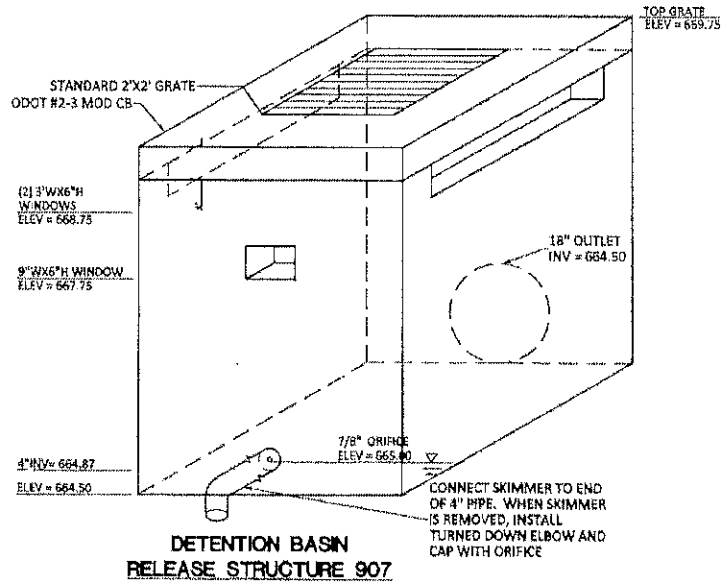
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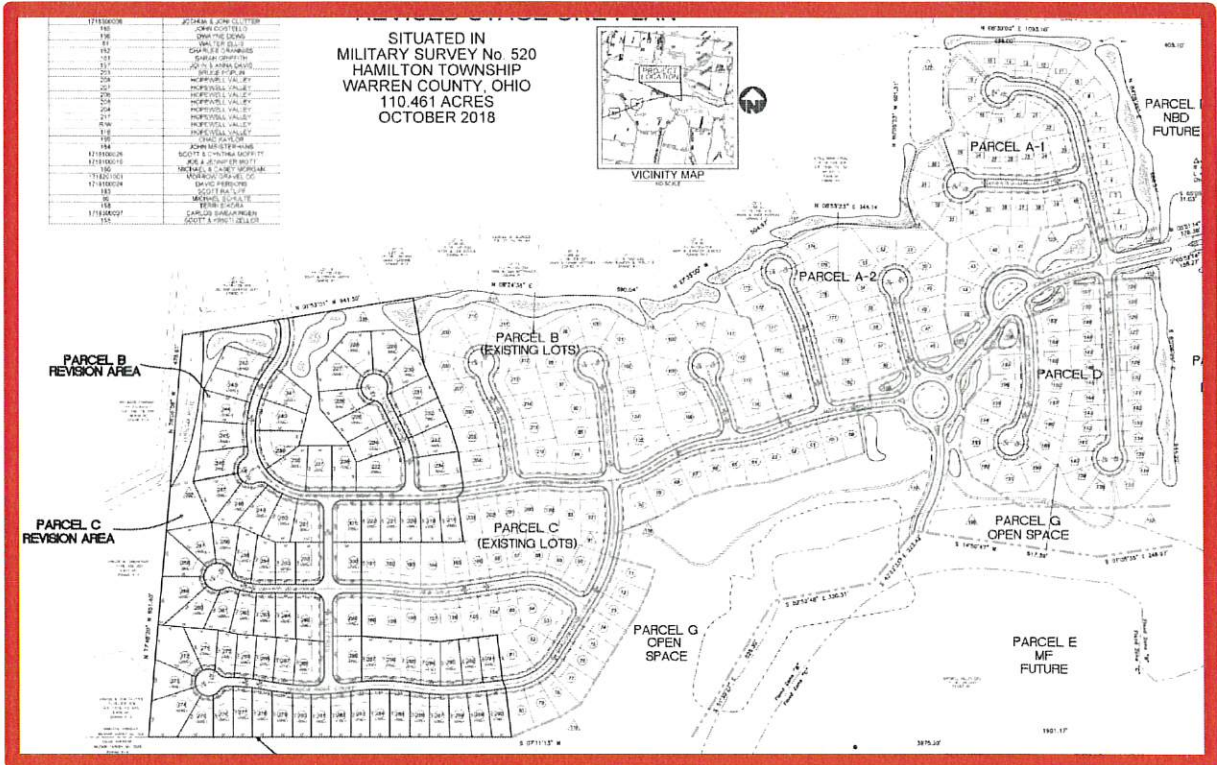
**KNUCKLE DETAIL
HOPE LANE**

**INTERSECTION DETAIL
LAKEVIEW DRIVE & HOPE LANE**

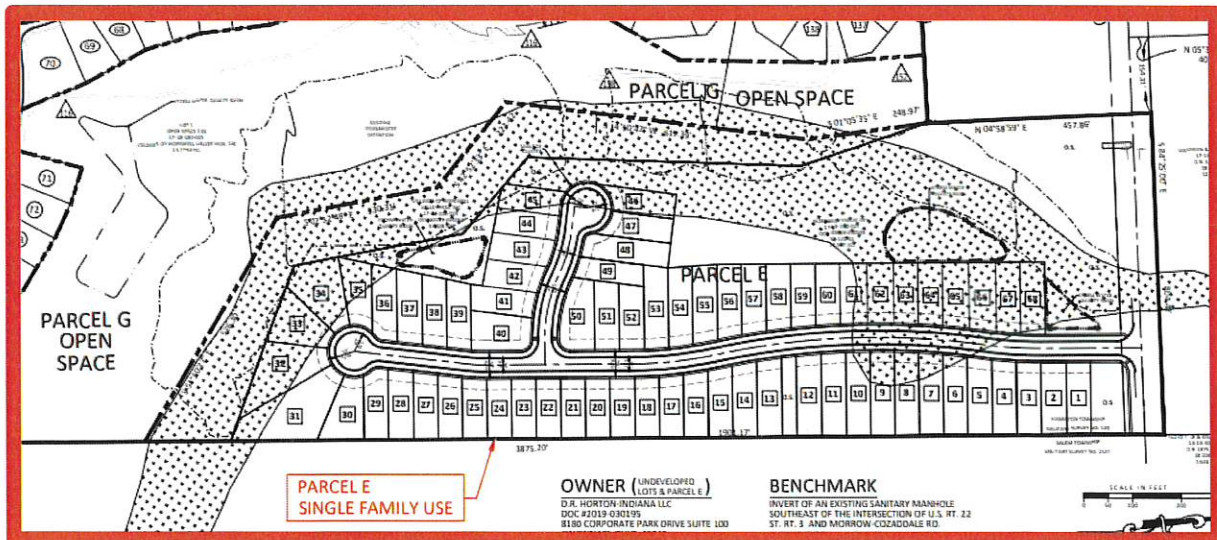
Profiles and Intersection Details:



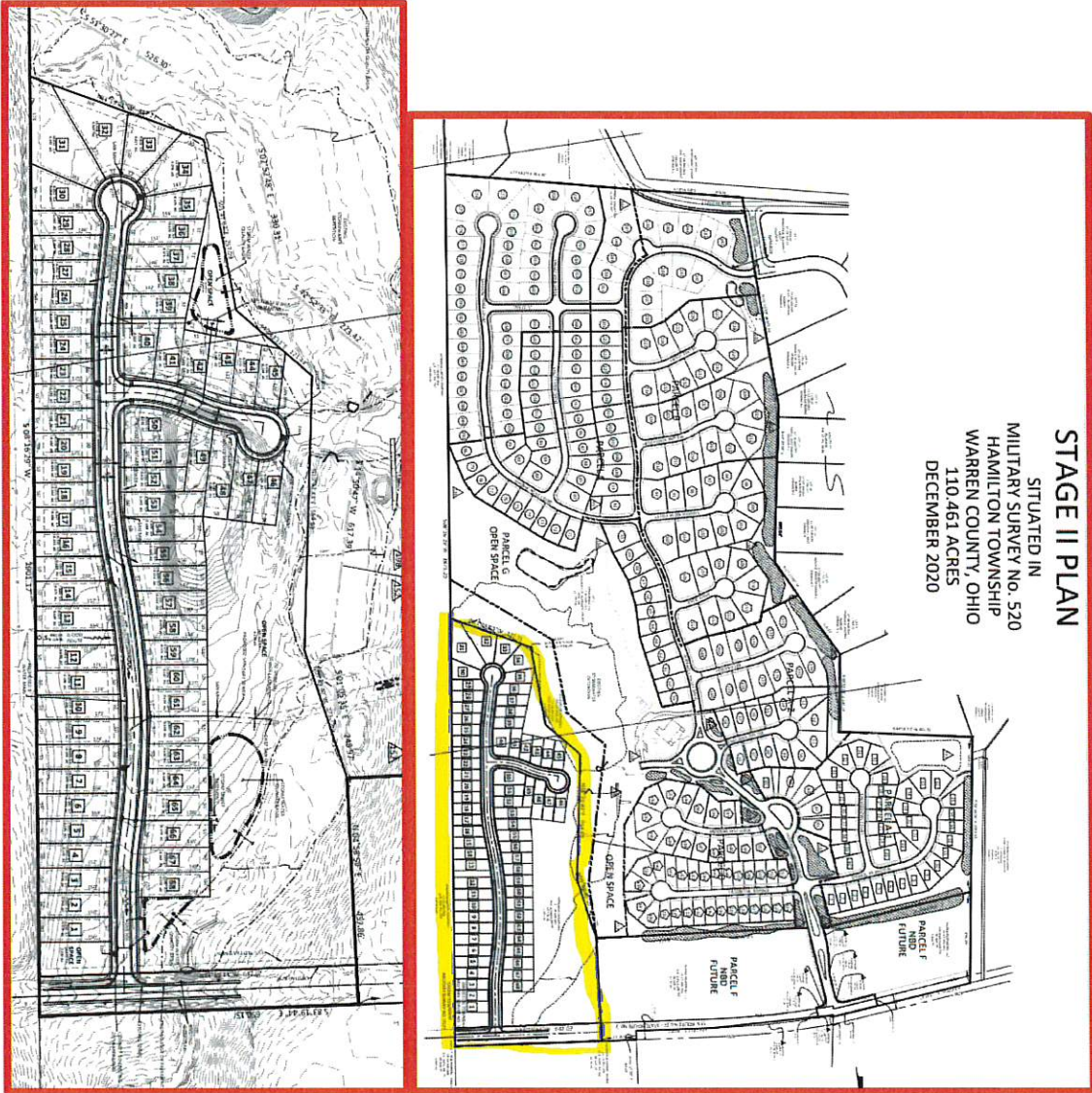
Approved PUD Site Plan:



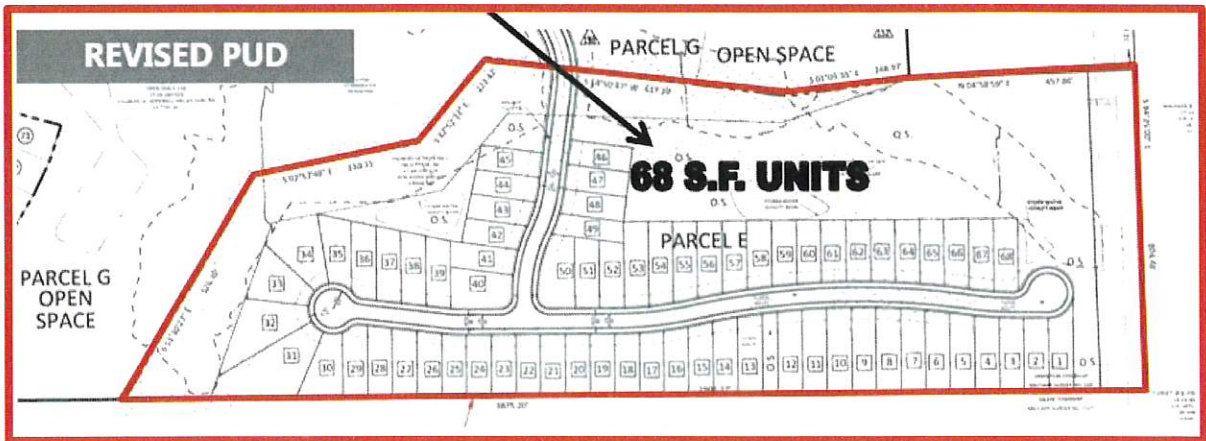
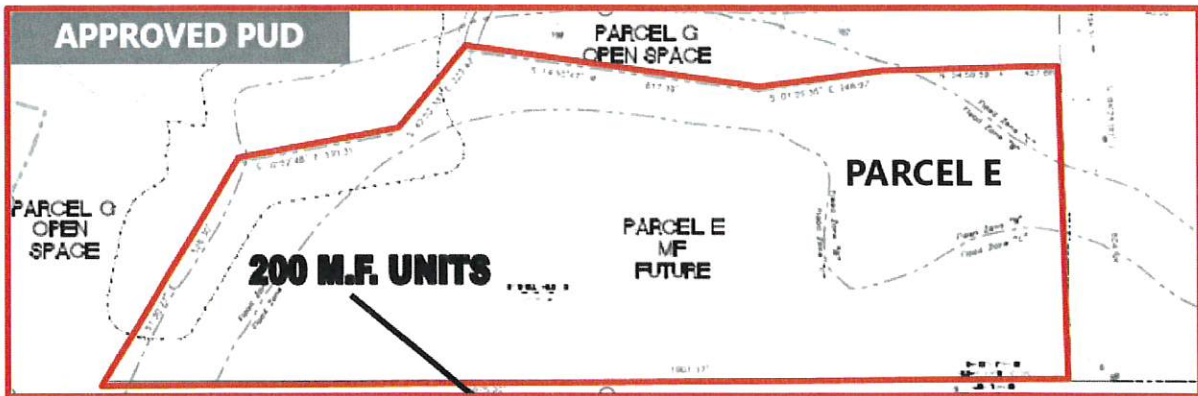
Revised Stage 1 PUD Plan:



Revised PUD Stage 2 Site Plan:



Proposed Major Modification:



PUD Sketch Plan Review Criteria:

From Hamilton Township Zoning Code: 5. 5. 6. D

D. Review Criteria for PUD Final Site Plan

The following criteria shall be used in decisions regarding all phases of PUD final site plans:

- (1)** The PUD final site plan shall substantially conform to the approved PUD preliminary site plan, including any revisions or conditions of approval by the board of township trustees.
- (2)** All necessary legal documentation relating to the incorporation of a home owners or property owners association for residential PUDs, or other similar associations for nonresidential PUDs, and copies of any restrictive covenants or agreements that are to be recorded, have been submitted and approved as part of the PUD final site plan. Such legal documentation shall demonstrate how the common open space will be maintained over the life of the development.

RPC Recommendation – APPROVAL with the following conditions:

*(*From the WCRPC April 22 Meeting Staff Report*)*

The Warren County Regional Planning Commission staff recommends approval of the Villages of Hopewell Valley Revised Preliminary Plan subject to the following conditions:

1. The development shall comply with the Warren County Subdivision Regulations; the Hamilton Township Zoning Code, and the Villages of Hopewell Valley Planned Unit Development Standards.
2. Twenty-four (24) lots shall be included in the first Final Plat Section.
3. Prior to Final Plat approval, the applicant shall obtain access permits and perform a traffic impact study that is reviewed by the Warren County Engineer's Office and approved by O.D.O.T.
4. A storm water management plan shall be reviewed and approved by the Warren County Engineer's Office.
5. A HOA shall be established to own and maintain common open spaces, entryways and the storm water management facilities.
6. Cluster mailbox units shall be reviewed and verified with the Warren County Engineer's Office.
7. The public street cross section for Parcel E shall be revised to reflect the standards that are approved for the Villages of Hopewell Valley PUD Stage 1.

Partner Organization Comments:

Warren County Engineer's Office Conditions

- Staff is not aware of any conditions at this time

Ohio Department of Transportation

*(*from the ODOT email- attached*)*

- ODOT will NOT require a traffic analysis or impact study with a total of 47 trips during peak hours.

Warren County Soil & Water Conservation District

- Earth Disturbing Permit has been issued.

Warren County Water & Sewer Department

- Provide an engineer's estimate of the cost or contractor's quote for the sewer system improvements and pay the appropriate required fees.

Staff Recommendation – APPROVAL subject to the following conditions:

- **Compliance with the Hamilton Township Zoning Code, except for the modifications in the Villages of Hopewell Planned Unit Development Standards and Policies set forth in Resolution #96-414.**
- **Compliance with recommendations from Warren County Regional Planning Commission (RPC).**
- **Compliance with recommendations from Hamilton Township Zoning Commission.**
- **Compliance with all Warren County and ODOT Conditions.**

GENERAL NOTES

1. All plans and construction shall comply with the rules, specifications and inspection of the office of the Warren County Engineer and the Warren County Sanitary Engineer.
2. All materials and construction procedures shall be in accordance with "Construction and Material Specifications of the State of Ohio Department of Transportation". Date: 2010.
3. Unless otherwise noted all construction details shall conform with the "Standard Construction Drawings of the State of Ohio Department of Transportation".
4. Existing utility locations shown are approximate. The contractor shall determine the exact location and elevations by field investigation. Any adjustments or repairs to existing utilities as a result of the contractor's operations shall be made at the contractor's expense.
5. Public right of way is fifty (50) feet.
6. Pavement width, including curb and gutter, is twenty-nine (29) feet.
7. As per our standard requirements, pre-construction meetings are required. Please contact Jason Fisher (WCEO) at (513) 695-33162 to schedule these meetings.
8. Sediment control measures, including silt fence, sediment basin and stand pipe should be placed prior to substantial earth movement.
9. All sanitary sewer manholes, castings, pipe, etc. shall conform with current specifications of the Warren County Sanitary Engineer and the Ohio Environmental Protection Agency.
10. Unless otherwise specified all storm sewer material shall be HDPE pipe per ODOT item 707.33. All storm sewer that is under the street pavement will only be either 706.02 (concrete), 707.65 (Sanitite) for 24" diameter or smaller or 707.69 (triple wall) for 30" diameter or larger. All storm sewers shall have a maximum Manning's "N" value of 0.015.
11. Bed and backfill storm pipe per ODOT Item 603 to 12" above top of pipe. Backfill remainder of trench with native materials per ODOT item 203.
12. A sump pump line for each building lot shall connect to the master sump line.
13. No structure of any kind which can interfere with access to sanitary sewer, water main, or storm sewer shall be placed in or upon a permanent easement, except items such as recreational surfaces, paved areas for parking lots, driveways or other surfaces used for ingress and egress, plants, trees, shrubbery, fences, landscaping or similar items being natural or artificial.
14. Sanitary sewers are to receive sanitary wastes only. Roof drains, foundation drains and other clean water connections to the sanitary sewer system are prohibited.
15. Any disturbance of existing natural features shall be safeguarded so as not to cause detrimental erosion. As earthwork is performed, straw bales and silt fences shall be utilized to manage storm runoff and to filter some of the existing soils. All natural vegetation to remain except in areas affected by improvements.
16. Storm sewer and extraneous flows are prohibited from entering the existing system during construction. No open cut trenches will be allowed to remain open overnight. Storm drains, diversion ditches, pumps etc., shall be used as required to maintain the integrity of the system at all times.
17. Western water shall establish procedures for repairs to water main or water services damaged.
18. All trenches under the pavement, curb and gutters shall be backfilled with either compacted native material, compacted granular material, or controlled density fill. If settlement occurs, the trench shall be excavated back to the conduit's bedding and controlled density fill used to backfill the trench. The controlled density fill shall be applied from back of curb to back of curb.

Appendix A: (*from hard packet*)

1. **Application to the Coning Commission & Property Owner's Affidavit**
2. **MSP Cover Letter**
3. **ODOT Email Thread Discussing Traffic Study Exemption**
4. **Duke packet with Lighting Details**
5. **Code of Regulations for Valley View Homeowners Association, Inc.**
6. **Declaration of Covenants, Conditions, Restrictions, and Reservations of Easements for Valley View**

Appendix A: Villages of Hopewell Valley PUD Standards and Policies

1. Approval of a Planned Unit Development shall mean approval of the land use areas, and shall not include approval of the site plan, as this is a matter for Stage 2 and 3 of the Planned Unit Development.
2. Mr. Chris McKinney shall be the spokesman for the Planned Unit Development in all dealings with Hamilton Township, regardless of the number of landowners within the project. Mr. Chris McKinney may delegate his role as spokesman to another individual and shall notify the Hamilton Township Zoning Inspector of such change. In any event, only one spokesman will be recognized by Hamilton Township as representing the Planned Unit Development.
3. A final detailed site plan shall be approved in accordance with the procedure set forth in Section 3.6 of the Hamilton Township Zoning Code.
4. Compliance with all the Hamilton Township Trustee's conditions and requirements that may be set forth by the Hamilton Township Trustees in its resolution granting the Planned Unit Development District and compliance with requirements of Chapter 5 of the Hamilton Township Zoning Code.
5. Prior to the approval of the final site plan, the developer shall expand and/or upgrade the following: water system, water treatment and storage facilities, sanitary sewers, and wastewater treatment facilities that are necessary to serve the development, as determined by the Warren County Sanitary Engineer.
6. The frontage and yard requirements will be as follows for the R-3 Zoning District:
 - a) Parcel A will have a frontage of 55'; Front Yard of 30'; Side Yard of 10' total/ 2' minimum on either side and a Rear Yard of 10'.
 - b) Parcel B will have a frontage of 80'; Front Yard 50'; Side Yard of 16' total/ 5' Minimum either side and a Rear Yard of 30'.
 - c) Parcel C will have a frontage of 65'; Front Yard of 40'; Side Yard of 13' total/ 5' Minimum on either side and a Rear Yard of 30'.
 - d) Parcel D the frontage doesn't apply: Front Yard of 25'; Side Yard 20' between buildings and a Rear Yard of 20' to Properly Line.

- e) Parcel E will have a frontage of 50'; Front Yard of 25'; Side Yard of 10' total /5' Minimum on either side and a Rear Yard of 20'.
 - f) Parcel F the frontage doesn't apply; Front Yard of 50'; Side Yard of 20' to Property Line; and the Rear Yard 20' to the Property Line.
7. All portions of the principle structure of the residential properties, including fireplaces, porches and decks shall be within the minimum setback requirements of the lot, as applicable, and based upon the setbacks listed in item No. 6.
 8. A landscaped berm shall be constructed on the West property line of Parcel A-1 adjacent to the Little Miami High School site, as a buffer screen.
 9. An asphalt path will be extended to the west property line of Parcel A-1 to the Little Miami High School site.
 10. The overall density of the development shall not exceed 2.7 dwelling units per acre.
 11. Dedicated open space shall be no less than 23.7 acres.
 12. A minimum of 90% of all the dwelling units located in Parcels A, B, C, and D will be owner occupied.
 13. There will be commercial area dumpsters located on Parcel F only that will be screened from the public.
 14. Mounding is exempt from the requirements of Section 8.4.4 (C) Earth Mounds, of the Hamilton Township Zoning Code. Mounding shall comply with the below standards and the illustrations on Exhibit 1.
 - a) There will be a 20' wide mounding at a minimum height of 3' and maximum of 6' for Parcel F along the South property Line.
 - b) There will be a 25' wide mounding at a minimum height of 3' and a maximum of 6' for Parcel A-1 along the West property line, except for where the asphalt path is extended to Little Miami School site and south of the path.
 - c) There will be a 35' wide mounding at a minimum of 3' and a maximum of 6' for Parcels A-2, and B, along property line abutting The Estates of Belwood properties and the Little Miami School District (PIN 17181000040) property.
 - d) All mounding to be constructed in accordance with engineering surveys and Warren County Engineer's Office.
 - e) On the mounds of 20', 25', and 35', in width, trees will be planted every 25'; alternating 2" caliber shade trees with 8' to 10' pine trees.
 - f) The 35' berm on the east side of the Belwood Lane access will contain at a minimum the following:
 - I. Six ornamental flowering trees of 1.5" caliber.
 - II. Six shade trees of 2" caliber.
 - III. Nine evergreens, spruce and fir of 10' to 12' tall.
 - IV. Twelve Burning Bush shrubs.

V. Ten Viburnum Shrubs

- g) Upon completion of grading of development plan for each section, and prior to start of new home construction the developer will complete the mounding for that section.
15. There will be a requirement for a Merchants Association for the B-2 zone.
 16. There will be a 25' wide dedicated green space along the North property line separating Parcel E from U.S. 22 and S.R.3, however an entry feature may be included within the green space. Where natural vegetation does not exist a stand of either 2" caliber ornamental flowering trees or 2" caliber shade trees will be provided.
 17. Parcel F (B-2) area will be covered with grass and wildflowers until developed.
 18. There will be extensive work done to try to get the speed limit lowered along U.S. 22 and S.R.3.
 19. There will also be signs placed at Belwood Lane access for No Construction Traffic and there will be a penalty for those who violate it.
 20. The recreation facilities will be put in before the first certificate of occupancy is issued.
 21. The minimum open space will be 23.7 acres.
 22. The Construction Traffic Road will be off of U.S. 22 and S.R. 3 and will run within the Hopewell Valley Drive right of way.
 23. There will be \$100.00 for each Occupancy certificate held in a trust account, set up by the Developer, and will be designated to be used by Little Miami High School for Science Lab Equipment and Lab Materials.
 24. The number of dwelling units will be no more than 350 for the entire acreage.
 25. This development will not start until One (1) year in sales has taken place for the Village on The Green Project.
 26. Parcels A, B, and C, will have sidewalks along both sides of the streets.
 27. There will be a street lighting district established for the entire development.
 28. The streets in Parcels A, B, C, D, and E will conform to Warren County Roads Standards and will be turned over to Hamilton Township for maintenance, and the private streets will be built to conform to Warren County Standards for roads under their specification.
 29. There will also be signs placed, with the approval from the Ohio Department of Transportation for fog warning area.

30. The summary of the development will be as follows:

- a) PARCEL A-1 Single-Family Dwellings over 12.8 acres with a density 3.6 units per acre and a maximum of 45 units.
- b) PARCEL A-2 Single-Family Dwellings over 12.1 acres with a density 3.2 units per acre and a maximum of 38 units.
- c) PARCEL B Single-Family Dwellings over 25.9 Acre with a density of 2.2 units per acre and a maximum of 57 units.
- d) PARCEL C Single-Family Dwellings over 28.2 acres with a density of 3.6 units per acre and a maximum of 99 units.
- e) PARCEL D Single-Family Dwellings, over 9.5 acres with a density of 4.5 units per acre and a maximum of 43 units.
- f) PARCEL E Single -Family Dwellings over 25.7 acres, with a density of 2.8 units per acre and a maximum of 68 units.
- g) PARCEL F Retail over 15.9 acres with a B-2 PUD Zoning.
- h) PARCEL G with 23.7 acres and a R-2 PUD zoning for open space.

The maximum overall density for the entire PUD will be a maximum of 350 units or 2.7 units per acre average.

The Board of Trustees of Hamilton Township, County of Warren, Ohio, met at a regular session at 6:30 p.m. on August 4, 2021, at Hamilton Township, Warren County, Ohio, with the following Trustees present:

Darryl Cordrey – Trustee, *Chair*
Joseph P. Rozzi – Trustee
Mark Sousa - Trustee

Mr. _____ introduced the following resolution and moved its adoption:

**HAMILTON TOWNSHIP, WARREN COUNTY OHIO
RESOLUTION NUMBER 21-0804B**

**RESOLUTION APPROVING PUD STAGE 2 & 3 PLANS FOR “ST. ZACHARY’S
HAVEN” CONTAINING 12.13 ACRES LOCATED AT 3364 STATE ROUTE 22 & 3,
HAMILTON TOWNSHIP, WARREN COUNTY, OHIO 45152**

WHEREAS, Maureen and Robert Sharib (the “Owners”) are the owners of approximately 12.13 acres at 3364 State Route 22 & 3, Morrow, Ohio 45152 in Hamilton Township, Warren County, Ohio (the “Property”);

WHEREAS, Donna and Josh Pike (the “Applicants”) seek to operate “St. Zachary’s Haven,” a faith-based healing farm and residence facility on the Property;

WHEREAS, at separate public meetings on July 12, 2021 and June 24, 2021, respectively the Hamilton Township Zoning Commission and the Warren County Regional Planning Commission both recommend approval of PUD Stage 2 & 3 plans;

WHEREAS, at a public hearing the Hamilton Township Trustees approved PUD Stage 1 Rezoning from M-2 Heavy Industrial District to R-3 Multi-Family PUD on June 2, 2021;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Hamilton Township, Warren County, Ohio that the PUD Stage 2 & 3 plans for “St. Zachary’s Haven” are hereby approved as submitted, subject to the following conditions:

- a. Compliance with the Hamilton Township Zoning Commission recommendations;
- b. Compliance with the Warren County Regional Planning Commission conditions;
- c. Compliance with all Warren County partner organization and Ohio Department of Transportation conditions;
- d. Compliance with any Ohio EPA conditions;

Mr. _____ seconded the Resolution and the following being called upon the question of its adoption, the vote resulted as follows:

Darryl Cordrey –	Aye _____	Nay _____
Joseph Rozzi –	Aye _____	Nay _____
Mark Sousa –	Aye _____	Nay _____

Resolution adopted this 4th day of August, 2021.

Attest:

Kurt E. Weber, *Fiscal Officer*

Approved as to form:

Benjamin J. Yoder, *Law Director*

I, Kurt Weber, Fiscal Officer of Hamilton Township, Warren County, Ohio, hereby certify that this is a true and accurate copy of a Resolution duly adopted by the Board of Township Trustees of Hamilton Township, County of Warren, Ohio, at its regular meeting on August 4, 2021.

Date: _____

Kurt E. Weber, *Fiscal Officer*

The HAMILTON TOWNSHIP TRUSTEES

Stage 2 & 3 PUD Final

St. Zachary's Haven

August 4, 2021 at 6:30 PM

Owner: Maureen & Robert Sharib, 3364 State Route 22 & 3, Morrow, OH 45152

Applicant: Donna Pike, 6761 Adena Circle, Maineville, OH 45039

Spokesperson: Donna Pike

Location: 3364 State Route 22 & 3, Morrow, OH 45152

Size: 12.13 acres

Zoning: R-3 Multi-Family PUD

Request: Approval of the PUD Stage 2 & 3 Final Site Plan

History: St. Zachary's Haven was granted rezoning from M-2 Heavy Industrial to R-3 Multi-Family PUD by the Trustees on June 2, 2021. Warren County Regional Planning Commission recommended approval (unanimously) of the PUD Stage 2 plan on June 24, 2021.

Project Summary: The Owner and Applicant seek approval for a PUD Stage 2 & 3 Final Site Plan for St. Zachary's Haven zoned R-3 PUD located at 3364 State Route 22 & 3, Morrow, OH 45152

Project Description: St. Zachary's Haven Mission House will be a faith- based healing farm and residence facility (with 6-12 months residency) and our guests will need to be sober 60 days prior to entry to the facility.

This is a facility to assist those struggling with addiction to transition: to work with their hands (farming, animal husbandry, carpentry, etc.); to build spiritual, emotional, and physical roots to help them grow; and learn how to transition into life.

This will not be a detox or treatment facility but a safe place of healing and restoration for our guests to transition into mainstream life.

Zoning Commission Recommendation:

APPROVAL of the St. Zachary's Haven PUD Stage 2 & 3 subject to the following conditions:

- 1. Compliance with the Warren County Regional Planning Commission conditions (list on previous page)**
- 2. Compliance with all Warren County partner organization conditions.**
- 3. Compliance with ODOT conditions.**
- 4. Compliance with any Ohio EPA conditions.**
- 5. Submission of a Landscape & Lighting Plan prior to the Trustee's August 4th, 2021 meeting for review by staff and Trustees at that meeting.**

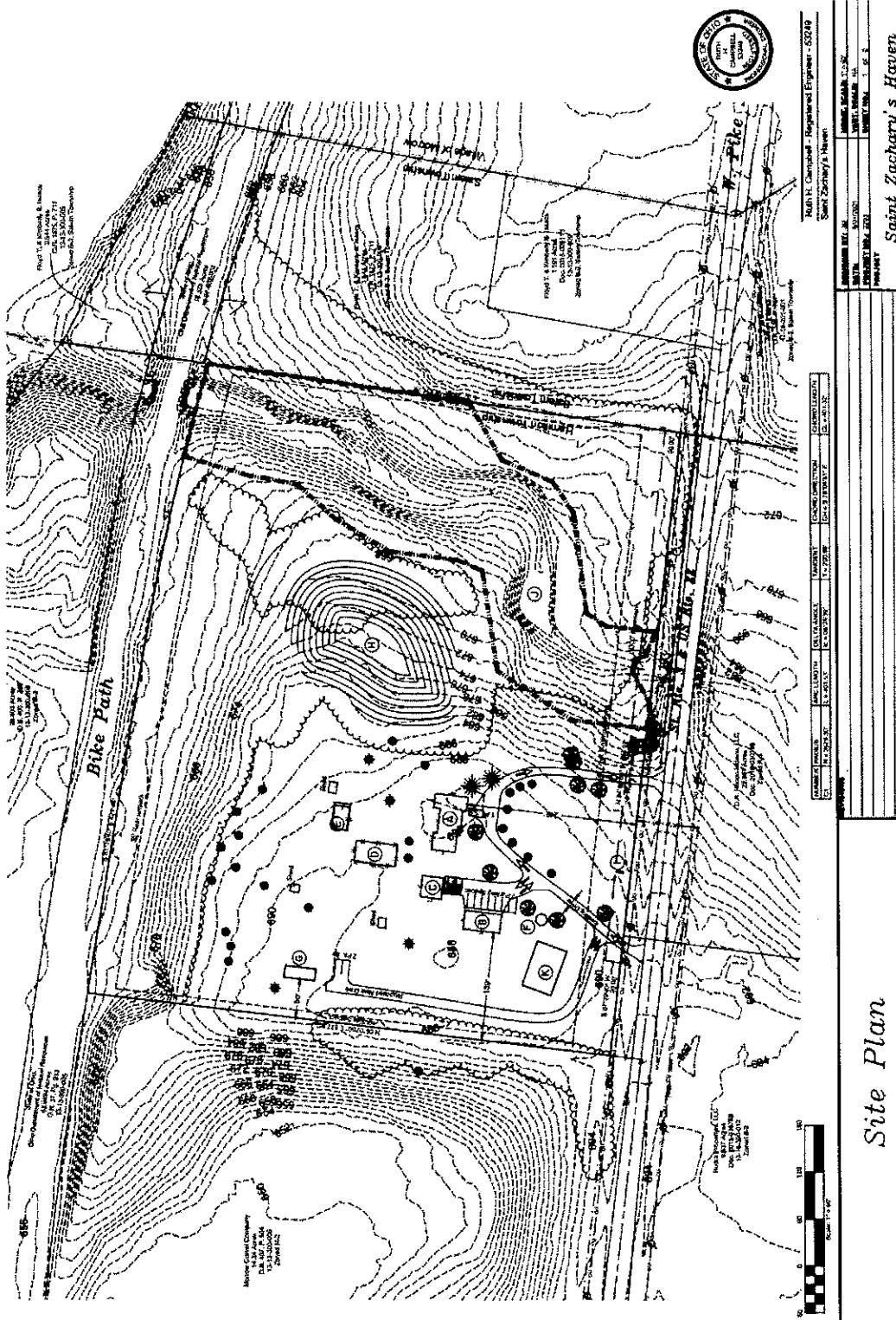
Site Aerial:



Logo and Business Card:



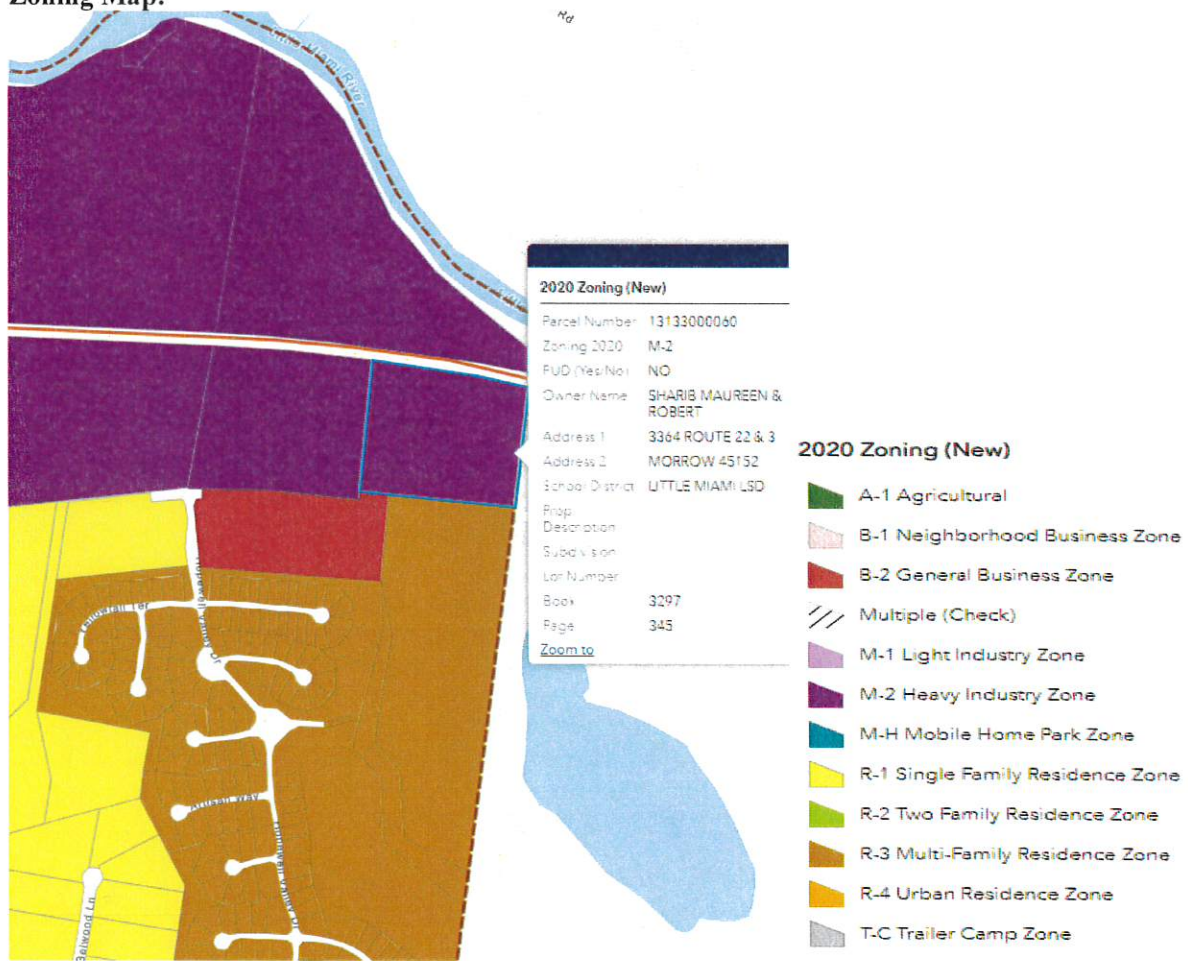
PUD Stage 2 Site Plan:



Current Zoning: M-2 Heavy Industrial

North: M-2 Heavy Industrial
South: R-3 Multi-Family Residence
East: Salem Township & Village of Morrow
West: M-2 Heavy Industrial

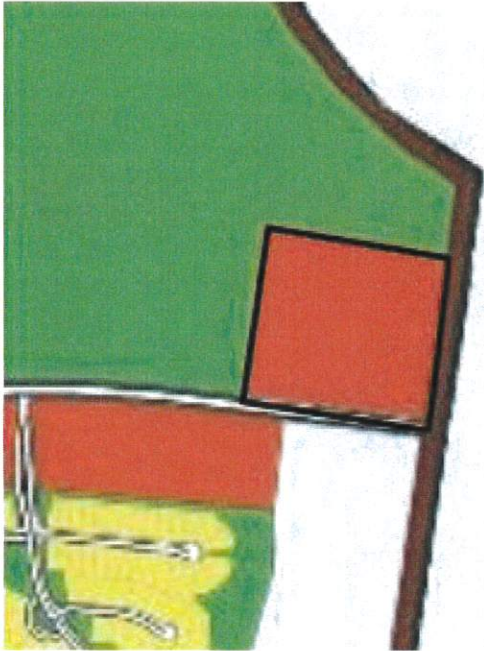
Zoning Map:



Future Land Use Map (FLUM) Zoning:

The Hamilton Township Future Land Use Map designated this site as B-2, General Business Commercial. The proposed use of the land would be significantly less intense than what the Land Use Plan calls for.

Future Land Use Map



PUD Sketch Plan Review Criteria:

F. Review Criteria for PUD Sketch Plan

The following criteria shall be used in recommendations and decisions regarding the PUD sketch plan:

- (1) The PUD sketch plan is consistent with the intent and purposes of the zoning code to promote public health, safety, morals, community stability and the general welfare of Hamilton Township.
- (2) The PUD sketch plan is consistent with the Hamilton Township Land Use Plan and Warren County Thoroughfare Plan.
- (3) The uses proposed will not be detrimental to the present surrounding uses or to the uses authorized under the zoning code for the surrounding real estate, and will be harmoniously related to the surrounding area.
- (4) The PUD sketch plan provides adequate safeguards to protect the general public, owners, and occupants of nearby real estate from nuisances, noise, air pollution, water pollution, soil pollution, visual blight or any other environmental contamination.
- (5) The uses proposed will not be detrimental to existing and potential future surrounding uses and will be harmoniously related to the surrounding area.
- (6) The internal streets and primary and secondary roads that are proposed shall properly interconnect with the surrounding existing primary and secondary road network as designated on the Warren County Official Thoroughfare Plan. A traffic impact study may be required by the township, and the zoning commission and trustees shall coordinate cross access easements or stubbed streets to all adjacent parcels as needed to facilitate better traffic flow between individual developments in conjunction with the Warren County Engineer's Office.
- (7) The minimum common open space areas have been designated in accordance with the provisions of this chapter. The PUD sketch plan shall provide for the preservation of as many trees as practicable.
- (8) The PUD sketch plan may vary from the requirements of the zoning code upon approval by the board of township trustees of the sketch plan.

RPC Recommendation – APPROVAL with the following conditions:

1. The development shall comply with The Hamilton Township Zoning Code and the PUD Standards approved at PUD Stage 1 in Exhibit A.
2. The existing on-site septic system shall be reviewed by the Warren County Health Department or the Ohio EPA to ensure the proposed use can be supported. Any improvements deemed necessary shall be done to the satisfaction of the Warren County Health Department or the Ohio EPA.
3. The internal vehicle circulation shall be reviewed and approved by the Warren County Engineer's Office.
4. Parking for the future house (K) illustrated on the site plan shall be located behind the building and comply with the PUD Standards.
5. The main entrance to the homes shall be ADA compliant.
6. Submit an updated site plan correcting the proposed signage to comply with the approved PUD Standards.

Warren County Engineer's Office Conditions

- Staff is not aware of any conditions at this time. Prior to PUD Stage 3, staff will contact Warren County Engineer's Office to confirm internal vehicle circulation.

Ohio Department of Transportation

- Staff is not aware of any conditions at this time. Prior to PUD Stage 3 Trustee approval, staff will contact ODOT to notify of the proposed change in use and two access points for the site.

Warren County Soil & Water Conservation District

- Staff is not aware of any conditions at this time. Prior to PUD Stage 3 Trustee approval, staff will contact Warren County Water & Sewer Department regarding this project.

Warren County Water & Sewer Department

- Staff is not aware of any conditions at this time. Prior to PUD Stage 3 Trustee approval, staff will contact Warren County Water & Sewer Department regarding this project.

Warren County Health Department and/or Ohio EPA

- Staff is not aware of any conditions at this time. Prior to PUD Stage 3 Trustee approval, staff will contact Warren County Health Department and the Ohio EPA to ensure septic system use on-site can be supported.

Staff Recommendation – APPROVAL of the St. Zachary’s Haven PUD Stage 2 & 3 subject to the following conditions:

6. Compliance with the Warren County Regional Planning Commission conditions (list on previous page)
7. Compliance with all Warren County partner organization conditions.
8. Compliance with ODOT conditions.
9. Compliance with any Ohio EPA conditions.

Appendix A: St. Zachary's Haven PUD Standards and Policies

SECTION 1. APPLICABILITY:

Unless otherwise stated, development within St. Zachary Haven PUD shall be governed entirely by these provisions and the provisions of the Hamilton Township, Warren County, Ohio, Zoning Code which are in effect at the time of issuance of any development order. All standards and concepts imposed herein or as represented on the PUD Site Plan are a part of the regulations which will govern how the PUD may be developed. Any standards found in the Hamilton Township Zoning Code that are not modified, varied, or addressed by this PUD document shall continue to apply to the PUD site.

SECTION 2. PERMITTED USES:

A. The following principal land uses are permitted by-right:

Dwelling, Single-Family	Recovery Housing
Bed and Breakfast	Adult Group Home or Large Residential Facility
Office	Caretaker Dwelling

B. The following accessory uses are permitted by-right:

Agriculture – Raising of Crops	Agriculture – Raising of Livestock
Accessory Structures associated with a permitted use	Accessory Dwelling Unit

C. Accessory Structures: Accessory structures shall conform to Hamilton Township Zoning Code, Section 4.9. Accessory Use and Structure Regulations.

D. Multiple Principal Uses are permitted on a single lot.

SECTION 3. PROHIBITED USES:

All uses not identified in Section 2 are prohibited.

SECTION 4. DEFINITIONS: Unless specified, the definition of all terms shall be the same as the definition set forth in the Hamilton Township Zoning Resolution in effect at the time of zoning permit application.

A. **Recovery Housing:** Housing for individuals recovering from alcoholism or drug addiction that provides an alcohol and drug-free living environment, peer support, assistance with obtaining alcohol and drug addiction services, and other alcoholism and drug addiction recovery assistance.

This use may be conducted in a group living arrangement (combines living quarters with centralized dining services, shared living spaces, and access to social and recreational activities) for people who have graduated from drug and alcohol programs. The use includes support services, such as but not limited to housing, food, habilitation¹, staff support, professional services, and any related support services necessary to ensure the health, safety, and welfare of the individual receiving the services.

SECTION 5 DENSITY:

Section 5.5. Density:

The maximum number of Recovery Housing residential structures (structures for a dwelling) is limited to two structures and the maximum number of clients per structure is limited to 12 clients. The limit of two Recovery Housing residential structures excludes Dwelling, Single-Family; Caretaker Dwelling; and Accessory Dwelling Units.

SECTION 6. PARKING REQUIREMENTS:

A. Minimum Number of Parking Spaces:

1. Recovery Housing: One parking space per unit.
2. All other uses: Per Hamilton Township Zoning Resolution.

SECTION 7. SIGNAGE:

Signage shall be a 4' x 4' monument sign and shall not be internally illuminated.

Entrance & Exit signage shall be compliant with ODOT and Hamilton Township.

SECTION 8. HOURS OF OPERATION:

Business hours: 8:30 AM – 5:00 PM (Monday -Friday)

Staff on site: 24 hours

Visitation Hours: Sat and Sun 9AM- 3PM

¹ Habilitation refers to a process aimed at helping individuals with disabilities attain, keep, or improve skills and functioning for daily living.