

**KINGSTON TOWNSHIP ZONING COMMISSION  
MEETING MINUTES**

**APPROVED: February 20, 2008 As Amended**

**DATE:** January 16, 2008  
**LOCATION:** Kingston Township Hall  
**TIME CALLED TO ORDER:** 7:05 PM by Chairperson Burrell

<b>MEMBERS PRESENT:</b>	<b>(CHECK ONE)</b>		
BURRELL	YES	X	NO
GROVE	YES	X	NO
COPE	YES	X	NO
HARSANY	YES	X	NO
DEAVERS	YES		NO X
STEINHOFF	YES		NO X
TALBOTT	YES		NO X
STITES	YES	X	NO

**PUBLIC PRESENT:** None

**PUBLIC INPUT/COMMENT:** None

**APPROVAL OF MINUTES:** Member Harsany made a motion to accept the Meeting Minutes dated December 19, 2007. The motion was seconded by Member Grove and was unanimously approved.

**ZONING REPORT:** The Zoning Commission was advised that Zoning Office comments concerning the two NorthStar Final Development Plan agreements were forwarded to Jeff Strung, EMH&T on December 14, 2007. To date, no response has been provided. The first agreement would establish the proposed relationship between the Township, the developer and the Del-Co Water Company. The second defines number of acres to be transferred to the Township along with time triggers for the Hall/Park, the Farm Preservation and the Passive Park tracts. No further action can be taken until a response is received.

No issues regarding the Pastures at Blue Church were discussed due to litigation. The Commission was advised that Fiscal Officer Roy had provided remaining fiscal documents to Poggemeyer Design Group, and that the Zoning Office had reviewed the draft Infrastructure Study. Preliminary comments were returned to the consultant regarding study deficiencies, and that the draft document should be ready for consultant presentation to the Commission at the February 20, 2008 meeting.

The Commission was provided copies of several newspaper articles including Suburban Growth from the Columbus Dispatch dated November 23, 2007 attached as *Item 1*, NorthStar on Kingston Horizon from ThisWeek dated November 25, 2007 attached as *Item 2*, Wind Turbine Rules from the Columbus Dispatch dated January 10, 2008 attached as *Item 3*, and several other articles dealing with township populations, wetland biodiversity and farmland loss attached as *Items 4, 5 and 6*.

A copy of the Kingston Township Public Records Policy readopted by the Trustees for 2008 was distributed to the Commission, and attached as *Item 7*. A brief discussion followed focused upon the fact that individuals requesting records are not required to disclose their identity, describe the purpose of their request nor can they be required to complete a written request. A copy of a letter sent to the Village of Galena regarding public records law analysis conducted by Bricker and Eckler, Attorneys at Law, dated November 28, 2007 was provided to the Commission, and attached as *Item 8*. Members were also provided a copy of the Code of Ethics and Standards of Conduct required for members of public sector boards/commissions, and attached as *Items 9 and 10*.

**OLD BUSINESS:** With editing and formatting completed, Members were provided a revised copy of the Draft Comprehensive Plan dated December 2007. They were informed that:

- Chapter 1 was changed from Executive Summary to Goals and Objectives.
- Chapter 15 Recommendations was changed to Chapter 2.
- The History of Planning Chapter 1 was changed to Chapter 3 and eight pages of a historic planning chronology were deleted.
- Name adjustments on the Acknowledgement page had been made.
- Member Burrell had completed her assignment to update Section 3 of Chapter 9 regarding golf course/open space developments.
- The document was single spaced, left and right formatted and all in Times New Roman font.
- 18 pages of individual bridge reports had been reduced to a one page table that included the latest information from the Delaware County Engineer in terms of condition and anticipated replacements in 2008.
- Page number assignment on the table of contents and maps pages would not be made until all final document editing was completed.
- The map page was updated with two maps found within the document but not recorded.
- The length of the document was reduced by over fifty pages.
- The Land Use Plan Map within the old document contained errors, and that a revised electronic format document had been requested from Delaware County Regional Planning.
- Over 95% of the tables contained in the document were negatively impacted by saving the plan from the old word operating program to the new Word Office 2007 program. While the both programs are compatible, considerable effort/time was required to restore the tables to their original condition.

Member Harsany completed his assignment to update the revised History of Planning, Chapter 3. Two handouts prepared by Member Harsany were distributed to the Commission including the modified Chapter 3 and a Zoning Ordinance/Land Use; Concepts and Case Study document and attached as *Items 11 and 12*. Member Harsany recommended that Chapter 3 be renamed to Value and Structure of Township Planning, and indicated that he supplemented information to Section 3.3, and added a new Section 3.4 entitled Township Planning in Ohio. Upon review of the information, the Commission accepted the changes as written.

He then turned the Commission's attention to the concepts and case study document pointing out similarities between the studied clustered, conservation subdivisions and the work the Commission did revising the Kingston Zoning Resolution, Planned Residential Development Chapter.

Upon completion of the review, a motion was made by Member Harsany requesting each Member forward final document comments to Secretary Stites by January 30, 2008, and directing prompt revisions and forwarding of the draft document to the Delaware County Regional Planning Commission for preliminary, informal review. The motion was seconded by Member Cope, and was unanimously approved.

The Commission then briefly discussed the need to develop a marketing/presentation strategy for the public hearings required for approval at both the Commission and Trustee levels. Member Burrell then distributed a draft timeline dating from the year 2000 showing all the hurdles and complications that occupied much of the Commission's time and efforts over the past seven years. She suggested that the information may be useful in answering the anticipated question of why the plan has taken so long to be developed. Secretary Stites suggested it important to point out that:

- The Comprehensive Plan is a critical item to go hand-in-hand with the Zoning Resolution as a tool to guide future development decisions.
- There are 19 townships in Delaware County—11 have completed plans, 3 have plans under development (includes Kingston), and 3 have no plans.

The Commission agreed that this topic needed further discussion at their next meeting.

**NEW BUSINESS:** As instructed in the December 19, 2007 meeting, Secretary Stites prepared and sent a memo to each Trustee recommending Alternate Maribeth Deavers to fill the current Zoning Commission vacancy. A copy of the memo is attached as *Item 14*. Members were informed that the Trustees did not conduct interviews during their January 8, 2008 meeting, that Fiscal Officer Roy had been instructed to advertise the vacancy in the Sunbury News, and that they intended to hold interviews during their February 4, 2008 meeting. Chairperson Burrell reminded Members that the position has been posted in the January and February Township Newsletters.

Election of Officers for 2008 was conducted. After brief discussion, Member Cope volunteered to serve as the Chairman. Current Chairperson Burrell made a motion nominating Member Cope for the position of Chairman. The motion was seconded by Member Grove, and was unanimously approved. Member Harsany volunteered to continue to serve as Vice-Chair. Member Cope made a motion nominating Member Harsany for the position as Vice-Chair. The motion was seconded by Member Burrell, and was unanimously approved.

**FOLLOW UP ITEMS:** Comprehensive Plan comments are due to Secretary Stites from Commission Members by January 30, 2008, at which time the plan is to be updated and forwarded to the Delaware County Regional Planning Commission for informal, preliminary review and comment. Also continue discussions concerning Comprehensive Plan marketing/presentation strategies at the February Commission Meeting.

**ADJOURNMENT:** Member Harsany made a motion for adjournment. The motion was seconded by Member Cope, and was unanimously approved.

**TIME: 8:50 PM**

**SUBMITTED BY:** Dave Stites, Zoning Secretary/Assistant Zoning Inspector

KZC Minutes 01-16-08