

**KINGSTON TOWNSHIP ZONING COMMISSION  
MEETING MINUTES**

**APPROVED: September 16, 2009**

**DATE: August 20, 2009**  
**LOCATION: Kingston Township Hall**  
**TIME CALLED TO ORDER: 7:00 PM by Chairman Harsany**

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

**PUBLIC INPUT/COMMENT:**

Chief Mike Thompson, Porter-Kingston Fire District, was present to discuss a proposal that would require each primary structure within Kingston Township to have a uniform street address sign posted at the driveway and color coded as to the length of the driveway. Specifically, less than or equal to 1000 feet green reflective, 2000 feet blue reflective, 3000 feet red reflective and 4000 feet yellow reflective. This information would aid firefighters responding to the residence in regards to structure distance from a street hydrant and type of units and equipment that might be necessary to fight the fire. In that the Zoning Commission was in the process of making zoning text changes, he felt that it was an appropriate time to present the request.

He informed Members that Harlem Township has successfully adopted the driveway identification system, and passed out a copy of their zoning code requirements *attached as Item 1*. Upon discussion, Members agreed upon the following:

- The matter requires further discussion and will be addressed before the end of current zoning text amendment process.
- If adopted, the full text will be put into the Zoning Resolution rather than just referring to a separate Porter-Kingston Fire Department policy.
- The requirement should apply to all new residential construction, and existing residences should be grandfathered.

**APPROVAL OF MINUTES:**

Member Deavers made a motion to approve the July 15, 2009 Meeting Minutes. The motion was seconded by Member Grove, and was unanimously approved.

**OLD BUSINESS:**

Delaware County Regional Planning Executive Director Scott Sanders was present to continue discussions regarding the Zoning Resolution Text Amendment process. To start, Sanders indicated that he had not finished rewriting fence text language as discussed at the July 15, 2009 Meeting, and that the information would be submitted for discussion when complete. Members

then focused upon a handout previously distributed from Sanders regarding Minimum Landscaping Requirements *attached as Item 2*. Sanders indicated that the document is from the adopted Troy Township Zoning Resolution. Upon discussion, Members agreed upon the following:

- They felt that the document was cumbersome to read and understand. As an example, under Section 23, a)-1), #1-D the requirement is stated as “1tree/40 ft. of lineal boundary OFT continuous 6-foot-high planting, hedge, fence, wall or earth mound”. The requirement in reality gives the owner a choice between trees, a 6-foot high hedge, fence or wall or an earthen mound and the language must be clarified.
- They felt that any requirements adopted should only apply to rezoning requests, planned residential developments and commercial developments—not to the Farm Residence District.
- They felt that Landscape Plan requirements must be flexible and should be resolved and approved during the Preliminary Plan phase of an application.

Sanders agreed to rework and simplify the document for continued discussion at a later date.

Discussion then turned to Article XXI – Sign and Billboard Regulation and a two page handout prepared by Executive Director Sanders and previously distributed *attached as Items 3 and 4*. Members approved all text amendments recommended by Sanders for Article XXI. Two points of detailed discussion included:

- Members felt that the restriction prohibiting signs within the township right-of-way was listed multiple times within Article XXI. Sanders was asked to clearly state the prohibition once in the appropriate place and remove duplicate language within the remaining sections of the article.
- Within Section 21.05 – General Regulations, (F) Maintenance, Members questioned the enforceability of stating that all signs and billboards shall be maintained in good repair. Sanders responded that the Trustees have conjunctive relief enforcement power through the county prosecutor versus adding a penalty to individual sections. Members agreed that no additional text was required for this section.
- *Item 4* was not used during the discussion regarding Article XXI.

Attention then focused upon Outdoor Lighting Standards which is currently undefined in the Kingston Township Zoning Resolutions. Previously, topical information was distributed to Members including text language prepared by former Kingston Zoning Inspector LaValle and standards from the Village of Galena, Liberty Township and others *attached as Item 5*. This topic was tabled due to time constraints for later discussion. Chairman Harsany questioned if, rather than enforceable text language, the township might produce a brochure with outdoor lighting recommendations asking for voluntary compliance? After limited discussion, Members determined that this idea should be included in future topic discussions.

Executive Director Sanders indicated that he may have a conflict for the September 16, 2009 Zoning Commission Meeting. He indicated that if he was unable to attend, he would provide in advance a copy of all edits made to date so that Members could review the information and make a final decision on all completed text amendments.

**ZONING REPORT:**

Zoning Inspector Talbott briefly reviewed items found in the July 2009 Zoning Report to the Trustees *attached as Item 6*. He informed Members that three permits were issued during July along with two agricultural exemptions and one lot split for the future fire station, and advised them that he would be glad to answer any questions regarding any of the complaints or zoning violation issues listed in the report. He also reiterated that litigation continues regarding the Pastures at Blue Church project, and that the only issue remaining with the NorthStar Final Plan approval is a decision regarding who will be responsible for asbestos removal.

**MEDIA ARTICLES:**

Members were provided a copy of an article from the Spring 2009 Delaware County Engineer Newsletter regarding improvements to the Carters Corners Road Bridge currently under construction and *attached as Item 7*. Other articles distributed included:

- I-71 and U.S.36/OH-37 Interchange Study, The Delaware Gazette, July 31, 2009 *attached as Item 8*.
- Sheriff Real Estate Sale Notice, The Delaware Gazette, August 3, 2009 *attached as Item 9*.
- The Greens At NorthStar (condominium community) Dedication, The Sunbury News, August 13, 2009 *attached as Item 10*.

**NEW BUSINESS:** None

**FOLLOW UP ITEMS:**

- Final discussion and decision regarding driveway length posting standards.
- When revised by Executive Director Sanders, discussion and decision regarding the addition of Fence and Minimum Landscaping text language.
- Start with discussion regarding Outdoor Lighting Standards at the September 16, 2009 Meeting.

**ADJOURNMENT:**

Member Grove made a motion for adjournment. The motion was seconded by Member Deavers, and was unanimously approved.

**TIME:** 9:10 PM

**SUMBITTED BY:**

Recorded by Bob Talbott, Zoning Inspector and submitted by Dave Stites, Zoning Secretary.