

**KINGSTON TOWNSHIP ZONING COMMISSION  
MEETING MINUTES**

**APPROVED: January 16, 2008**

**DATE:** December 19, 2007  
**LOCATION:** Kingston Township Hall  
**TIME CALLED TO ORDER:** 7:00 PM by Chairperson Burrell

<b>MEMBERS PRESENT:</b>	<b>(CHECK ONE)</b>		
<b>BURRELL</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>AKERS</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>GROVE</b>	<b>YES</b>	<b>X</b>	<b>NO</b>
<b>COPE</b>	<b>YES</b>	<b>X</b>	<b>NO</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>STEINHOFF</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>X</b>	<b>NO</b>

**PUBLIC PRESENT:** None

**PUBLIC INPUT/COMMENT:** None

**APPROVAL OF MINUTES:** Chairperson Burrell made a motion to accept the Meeting Minutes dated October 17, 2007. The motion was seconded by Member Akers and was unanimously approved. There were no November, 2007 minutes since that meeting was cancelled.

**ZONING REPORT:** The Zoning Commission was advised that two draft agreements would be forwarded for their input early in January 2008 regarding the NorthStar Final Development Plan Administrative Review Process. 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 issues regarding the Pastures at Blue Church were discussed due to litigation. The Commission was advised that the Zoning Office had recently received the draft Infrastructure Study from Poggemeyer Design Group; however, an initial review had not been completed. The document may need to be updated before Zoning Commission review based on recent budget information provided by Fiscal Officer Roy. They were advised that a draft copy would likely be forwarded to them for review early in January 2008.

The Commission was provided copies of the Trustees Zoning Reports for October and November 2007 *attached as Item 1 and Item 2*. A copy of the revised Board of Zoning Appeal Roster was given to each member reflecting the filling of Tom Dando's vacancy by Steve Volpe. The roster is *attached as Item 3*.

A copy of the Hughes editorial comment from the Columbus Dispatch dated October 25, 2007 and a copy of a news article discussing Harlem Township annexation concerns dated November 1, 2007 were provided to members. The articles are *attached as Item 4 and Item 5*.

Secretary Stites provided members with a copy of the agenda from the November 10, 2007 Township Officials Training presented by the Delaware County Prosecutors Office along with a typed copy of his notes. The agenda is *attached as Item 6* and the notes are *attached as Item 7*. Several of the note topics were discussed by Secretary Stites as highlighted on the attachment. Members Akers and Steinhoff supplemented the discussion with their observations of the training.

Zoning Inspector Talbott presented highlights from demographics information received from the Delaware County Regional Planning Commission (DCRPC) dated October 2007 and *attached as Item 8*. He discussed zoning permit predictions found on Page 19, build-out predictions found on Page 20 and growth predictions found on Page 21. DCRPC predicts that Kingston Township will approach build-out by 2020 with a population of almost 27,000 people and over 5,800 housing units. He also pointed out to the Commission that based on the DCRPC 2006 Annual Report, Kingston Township is one of the few townships that have not adopted a comprehensive plan to support the zoning resolution.

**OLD BUSINESS:** Members then undertook a page-by-page review of the Kingston Township Draft Comprehensive Plan dated December 2005. Detailed notes were taken by Secretary Stites during the review. In addition to formatting and editorial corrections, several major adjustments were approved including:

- 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.

Upon completion of the review, Secretary Stites was approved to proceed with all document corrections with a goal to have a revised final draft for the January, 2008 Zoning Commission Meeting.

**NEW BUSINESS:** Member Dewey Akers was congratulated for being elected to serve in the capacity of Township Trustee beginning January 2008, and thanked for his contributions to the Zoning Commission.

The Commission then discussed the vacancy that will be created by Member Akers. Chairperson Burrell notes that the position was advertised in the newspaper and the township newsletter, and no applications were received by the Trustees for their December, 2007 meeting. Alternate Deavers indicated that she had sent an e-mail to Fiscal Officer Roy expressing her interest in the position. Member Akers indicated that he had also discussed the vacancy with several township residents, and encouraged them to become involved.

Member Harsany made a motion that Alternate Deavers be recommended by the Zoning Commission to the Trustees for the vacancy created by Member Akers. The motion was

seconded by Member Cope, and was unanimously approved. Secretary Stites was instructed to prepare and send a recommendation letter to the Trustees.

Based on the length of time taken in the review of the draft comprehensive plan, the Commission postponed the election of officers until the January 2008 meeting.

**FOLLOW UP ITEMS:** Hold the Election of Officers for 2008 at the January meeting.

**ADJOURNMENT:**

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

**TIME:** **10:30 PM**

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

KZC Minutes 12-29-07