

**July 21, 2025
Study Session
Study Session – 5:00 PM**

The City of Vandalia is committed to transparency and open meetings. A live broadcast of this meeting for viewing only is available via the Zoom app.

Join Zoom Meeting

<https://us02web.zoom.us/j/85288834157>

Meeting ID: 852 8883 4157

One tap mobile: 1-305-224-1968, 85288834157#

1. Presentations

- A. Fraud Alert Notification (FAN) Program (Montgomery County Recorder's Office Programs Coordinator Kate Baker)
- B. Parks & Recreation Department Update (Mrs. McCracken)

2. Monday, July 21, 2025

- A. Items on this evening's Council Meeting agenda (Mayor Herbst)
- B. Resolution: Bid Award – Damian, Soter, Romanus, Desales (N) Watermain & Resurfacing – OPWC (Mr. Borton)
- C. Resolution: Plattenburg Associates Inc. Contract Extension Agreement (Mrs. Leiter)
- D. Ordinance: Assessments April, May and June (Mrs. Leiter)

3. Monday, August 18, 2025

- A. Boards and Commissions Appointment - Paula Rohn – Planning Commission (Mr. Althouse)
- B. Boards & Commissions Appointment – Rodney Reeder – Bicycle Committee (Mr. Althouse)
- C. Resolution: Montgomery County Emergency Management Agreement (Mr. Althouse)

- D. Resolution: Cost Sharing Agreement – DIA NE Logistics Access project – Construction Phase (Mr. Borton)
- E. Ordinance: Sewer Use Update (Mr. Borton)
- F. Ordinance: PC 25-0007 – 7100 Park Center Drive – Redwood Phase III – PUD Amendment & Final Plan (Mr. Cron)
- G. Ordinance: PC 25-0008 – 600 Corporate Center – PUD - District & Prelim Plan (Mr. Cron)
- H. Ordinance: PC 25-0009 – 3675 Wyse Road – Rezoning - O/IP to HB and I (Mr. Cron)
- I. Conditional Use: PC 25-0010 – 3675 Wyse Road – Conditional Use – Truck Facility in the I District (Mr. Cron)

4. Discussion

- A. Liquor Permit Pilot Travel Centers LLC (Chief Sucher)
- B. Letter of Intent for Midwest Sculpture Initiative (Mr. Althouse)
- C. June 2025 Financial Reports (Mrs. Leiter)
- D. Legislative Calendar (Mayor Herbst)

5. Executive Session - To discuss with the City Attorney pending or imminent litigation.

These icons illustrate which strategic goals Council Actions align to



Opportunity

Be known regionally as a top-tier suburb through top-tier City services.



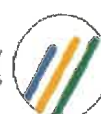
Safe & Secure

Invest in traditional public safety and community outreach to meet needs.



Infrastructure

Protect infrastructure by investing in roads, utilities & parks.



Vibrant

Use amenities & growth mindset to create a warm & welcome environment.



Fiscal Sustainability

Seize quality-of-life opportunities while maintaining fiscal practices.



Trust and Confidence

Transparent government to empower stakeholder engagement.



Sharpen the Saw

Refining practices and leverage technology to improve customer service.

START PROTECTING YOUR INVESTMENT

NOW

by enrolling in the
complimentary

FRAUD ALERT NOTIFICATION (FAN) SYSTEM

3 easy ways to enroll:

Scan the QR Code
with your mobile device



or

Visit www.mcrecorder.org

or

Enroll in Person

at the Montgomery County
Recorder's Office
on the 5th Floor of the
County Administration Building



LORI KENNEDY
Montgomery County Recorder

Montgomery County Recorder's Office

451 W. Third Street
Dayton, Ohio 45422
Main #: 937-225-4275
Fax #: 937-225-5980

Hours of Operation:
8:00am - 4:00pm
Monday - Friday

Email:
mcrecorder@mcchio.org

Website:
www.mcrecorder.org



Follow our progress on social media.



PROTECTING YOUR PROPERTY AGAINST DEED FRAUD

ENROLL TODAY!!!



*The Fraud Alert Notification System
is a free notification service that notifies
subscribers of all documents recorded
against their property.*

What is Deed Fraud?

Property deed fraud occurs when an individual files a fraudulent document with the county Recorder's Office, falsely claiming ownership of your home or property.

This document is usually forged and often involves a complicit notary.

Typically, the person committing the fraud does not intend to live in the property; instead, they aim to sell it quickly to an unsuspecting buyer at the property's value.

Property deed fraud can generally be reversed if detected early. For this reason, the Recorder's Office offers a notification system for all property owners in Montgomery County and encourages them to enroll.

Properties at high risk of being stolen are:

- Vacant properties abandoned due to delinquent taxes.
- Vacant properties waiting to be probated.
- Rental properties.
- Homes newly listed for sale.
- Properties vacated by snowbirds.
- Properties left unattended for any other reason.

What is the Fraud Alert Notification (FAN) System?

The Fraud Alert Notification System, also known as the FAN System, is a FREE service that notifies subscribers of all documents recorded against their property.

To start receiving notifications, property owners must enroll and indicate whether they prefer to be notified by mail, email, and/or text. Once enrolled, they will receive a welcome letter along with a decal to display on their property.

Every time a document is recorded, the property owner will receive a notification letter/message that includes the file number of the recorded document.

Property owners can look up the file number on our Records Online Search at mcrecorder.org, or they can call our office at 937-225-4275 to have the document searched for them.

If a recorded document is suspected to be fraudulent, the property owner should contact the Recorder's Office immediately. Upon receiving a complaint, the case will be referred to the Prosecutor's Office for criminal investigation.

Note: Enrolling in the FAN System does not prevent a possible fraudulent document from being recorded. It does, however, alert the property owner of a transaction so they can verify the contents of the document sooner than later.

Additional Tips to Protecting Your Property:

- If your property is left unoccupied, check often to ensure it is not occupied illegally. Ask someone you trust to look after your home if you are going to be away for an extended period of time.
- Do not let mail pile up if you are going to be out of town.
- Make sure the County Treasurer has your correct address for you to receive all property tax notifications. Contact them if you suddenly stop receiving these notices.
- Seek a real estate professional when buying or selling a property to ensure a clean transaction, especially when entering into a Quit Claim Deed.

To request a
Deed Fraud Presentation at your
next meeting, please contact the
Recorder's Office
Programs Coordinator at:
937-225-6384

KNOW YOUR FEES

RECORDER'S OFFICE

Standard Recording Fees
\$34 for the first two pages
and \$8 per page thereafter

PROBATE COURT

Fees may vary starting
at \$84.50

ATTORNEY

Charges may vary when hiring an
attorney to file a claim in
Probate Court on your behalf.
Approx. \$750 - \$2500



BENEFITS OF AVOIDING PROBATE:-

REDUCES COSTS

SAVES TIME

ENSURES PRIVACY

COMPLIES WITH THE
HOMEOWNER'S WISHES



LORI KENNEDY
Montgomery County Recorder

Montgomery County Recorder's Office

451 W. Third Street
Dayton, Ohio 45422
Main #: 937-225-4275
Fax #: 937-225-5980

Hours of Operation:

8:00am - 4:00pm
Monday - Friday

Email:

mcrecorder@mcchio.org

Website:

www.mcrecorder.org



Follow our progress on social media.



TRANSFER ON DEATH (TOD) DESIGNATION AFFIDAVIT

TAKE ACTION IN PROTECTING
THE FUTURE
OF YOUR PROPERTY

What is a TOD?

A TOD is a Transfer on Death designation document that allows you, the property owner, to designate a beneficiary of your real estate property.

What does the TOD do?

The TOD names the beneficiary of your property. It has no effect on ownership until you die. The benefit of recording a TOD is to spare the beneficiary from going through Probate Court to have the property put in their name.

Can a TOD be revoked?

Yes. A TOD designation can be revoked or changed at any time before your death without the consent of the death beneficiary.

What types of properties are covered by a TOD?

TODs recorded in the Montgomery County Recorder's Office cover real estate property located within Montgomery County. This includes: residential, commercial, industrial, and agricultural.

How do I go about recording a TOD?

A TOD form can be acquired from the Montgomery County Recorder's Office. Forms are available in the office for pickup or can be printed from mcrecorder.org. Complete the TOD form and have it signed in front of a valid notary. Once the document is complete*, it can be recorded in our office for the standard recording fees.

What does the beneficiary need to do after my death to take ownership?

The beneficiary does not automatically take ownership upon your death. They must record an Affidavit of Confirmation (AOC) along with a copy of your death certificate.

AOC forms can be acquired from the Montgomery County Recorder's Office. Forms are available in the office for pickup or can be printed from mcrecorder.org. Once the form is complete* and signed in front of a valid notary, it can be recorded in our office for the standard recording fees.

What if I sell the property after recording a TOD?

If you sell your property while there is a TOD on record, the new Deed changing ownership will override the TOD without it needing to be revoked. The original beneficiary will now have no interest in your property when you die.

* The Recorder's Office is not permitted to give legal advice or assist in the completion of the forms provided.



**PROTECTING THE FUTURE
OF YOUR PROPERTY**

FAQs About the FAN System

How do I enroll in the FAN System?

You can enroll online anytime at mcrecorder.org or in person at the Montgomery County Recorder's Office on the 5th floor of the County Administration Building between 8am and 5pm. Paper forms can also be downloaded from the website. If you do not have access to a computer and would like a paper form sent to you, call the office at 937-225-4275.

How does it work?

Once you have been successfully enrolled in the system, you will begin getting notified every time a document is recorded in the Montgomery County Recorder's Office.

How will I be notified?

During the enrollment process (online or on paper), you will elect whether you want to be notified by mail, email, or both.

Can I get notified by text?

No. Email or mail are the only options available at this time.

How much does it cost?

This is a FREE service offered to Montgomery County property owners.

What if I receive notification about a transaction?

Not all notifications mean fraud. You will be notified every time a document is recorded in our office whether you are aware of the transaction or not. (i.e., you may pay off your mortgage and the lender files a release/satisfaction of mortgage.) When you are notified of the transaction, you will be given an instrument number of the document recorded. You can look up the number on our Records Online Search at mcrecorder.org or you can call our office to have the document looked up for you.

What if I receive notification about a transaction that I believe is FRAUD?

Contact the Recorder's Office immediately to file a complaint. All complaints are heard by the Recorder personally before being referred to the Prosecutor's Office for investigation. An "Affidavit of Facts Relating to Title" form must be recorded disclosing the facts of the complaint.

What if I do not want to receive notifications anymore?

Maybe you have sold the property or no longer want to be notified. The only way to stop receiving notifications is to "OPT OUT" of the program. You can do so by visiting <https://go.mcoho.org/applications/recorder/fraud/findRegistered.cfm>. The security phrase that was created at the time of enrollment is needed to opt out or make any changes to your notifications. If you are having problems opting out of the program, call the office at 937-225-4278 for assistance.

Lori Kennedy, Montgomery County Recorder

451 W. Third Street • Dayton, Ohio 45422 • 937-225-4275 • 937-225-5980 (Fax) • mcrecorder.org

VETERAN SERVICES CONTACTS

Montgomery County Veterans Services

4th Floor, East Medical Plaza
627 Edwin C. Moses Blvd.
Dayton, OH 45417
(937) 225-4801

Veterans Suicide Crisis Line

Dial 988 (Press 1)

National Call Center for

Homeless Veterans

(877) 424-3838

American Legion

(740) 362-7478

www.ohiolegion.com

AMVETS

(614) 431-6990

(800) OH-AMVET

www.ohamvets.org

Veterans of Foreign Wars

(614) 224-1838

www.ohiovfw.org

Vietnam Veterans of America

(614) 228-0188

www.ohio.org

Dayton VA Medical Center

(937) 268-6511

www.dayton.va.gov

CONTACT THE RECORDER'S OFFICE



LORI KENNEDY

Montgomery County Recorder

Montgomery County Administration Building

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5th Floor

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Copy Center: 937-225-5980

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Website: www.mcrecorder.org



Lori Kennedy

MONTGOMERY COUNTY
RECORDER

VETERAN IDENTIFICATION CARD PROGRAM



This free program helps veterans securely record their DD-214 and obtain a valid state-issued ID card. This ID can help them access healthcare benefits, burial benefits, specialized veteran loans, store discounts, and much more.



Honoring Those Who Have Faithfully Served Us

BENEFITS OF A VETERAN ID CARD

- Your Veteran ID Card serves as proof of honorable military discharge.
- A card is more convenient to carry.
- Can be used to assist with obtaining eligibility for hospital, burial, service credit benefits, store discounts, and more.
- The Veteran ID Card is complimentary for eligible veterans.

DID YOU KNOW...

If you show your wallet-sized Veteran ID Card issued by the Montgomery County Recorder's Office, you will receive year-round discounts from businesses not only in Montgomery County, but also across the state of Ohio and the United States.

A list of businesses that offer veteran discounts will be provided upon receiving your Veteran ID Card.

VETERAN ID CARD REQUIREMENTS

Under the Ohio Revised Code, any veteran who presents and records a copy of their DD-214, identifying an "honorable" discharge, is eligible to receive a Veteran ID Card. In addition to recording a DD-214, veterans MUST bring two of the following forms of identification:

- Birth certificate
- ID card from the U.S. Department of Veteran Affairs
- U.S. military ID
- Social security card
- CCW license
- Ohio drivers license
- State issued ID
- Valid U.S. passport

*This Veteran ID Card does not independently qualify a veteran for benefits offered by the U.S. Department of Veteran Affairs (VA). The VA retains sole discretion in determining eligibility for their benefits.

DD-214 INFORMATION

If you do not have your DD-214, you MUST call (937) 225-4801 to schedule an appointment with the Montgomery County Veteran Services office to request a copy. Their office is located on the 4th floor of the East Medical Plaza Building at: 627 Edwin C. Moses Blvd., Dayton, OH 45417.

- Once you have received your DD-214, you are able to record it in the Recorder's Office FREE of charge.
- Upon recording, the DD-214 must stay in the Recorder's Office overnight and will be mailed back the following business day. A certified copy of your DD-214 will be provided at the time of recording.
- At no time is the information from your DD-214 displayed on public record.

The Montgomery County Recorder's Office is now equipped to record DD-214's and issue Veteran ID cards offsite. Please visit www.mcrecorder.org for a list of upcoming events or email mcrecorder@mcOhio.org to request our participation in your event.



Lori Kennedy

MONTGOMERY COUNTY
RECORDER



ATTENTION ALL VETERANS

2025 MOBILE VETERAN ID SCHEDULE

APR 10TH • 6-7:30PM

American Legion Post 598

5700 Kentshire Drive, Kettering, OH 45440

MAY 8TH • 6-7:30PM

VFW Post 9582

4170 Old Springfield Road, Vandalia, OH 45377

JUNE 7TH • NOON-5PM

Invite-A-Vet Car Show

Polish Picnic Grounds
3690 Needmore Rd. Dayton, OH 45424

JUN 12TH • 6-7:30PM

DAYTON METRO LIBRARY - Brookville

120 Blue Pride Drive, Brookville, OH 45309

JUL 9TH • 2-7:00PM

MONTGOMERY COUNTY FAIR

645 Infirmary Road, Dayton, OH 45417

SEP 11TH • 6-7:30PM

The YMCA at the Heights

7251 Shull Road
Huber Heights, OH 45424



FOR ADDITIONAL DATES VISIT [MCRECORDER.ORG](https://mcrecorder.org)

BRINGING OUR SERVICES TO YOU!

Businesses Offering Veteran Discounts



AUTOMOTIVE

	ADDRESS	CITY	ST	ZIP	PHONE #
AutoZone (all locations)	3818 W. Third Street	Dayton	OH	45417	(937) 263-3355
Avis (all locations) Retired Vets Only	33 E. First Street	Dayton	OH	45402	(937) 222-6705
Firestone(all locations) Veterans Day Only	104 Woodman Drive	Dayton	OH	45431	(937) 528-2260
Hertz (all locations)	736 W. National Road	Dayton	OH	45377	(937) 890-2626
Jeep (\$500 off new car)	4232 Colonel Glenn Highway	Dayton	OH	45406	(937) 429-5566
Jiffy Lube (all locations)	5600 N. Dixie Drive	Dayton	OH	45414	(937) 276-2635
Midas (all locations)	2900 S. Dixie Drive	Dayton	OH	45409	(937) 949-1062
NAPA Auto Parts (all locations)	221 Leo Street	Dayton	OH	45404	(937) 223-7276
O'Reilly Auto Parts (all locations)	4347 W. Third Street	Dayton	OH	45417	(937) 268-0843
Pep Boys (various locations)	5221 Salem Avenue	Trotwood	OH	45426	(937) 854-7007

CLOTHING

Cabela's (all locations)	5500 Cornerstone North Boulevard	Centerville	OH	45440	(937) 949-2000
Buckle (all locations)	2700 Miamisburg Centerville Road	Dayton	OH	45459	(937) 291-1056
Aeropostale (all locations)	2700 Miamisburg Centerville Road	Dayton	OH	45459	(937) 435-8830
American Eagle Outfitters	2700 Miamisburg Centerville Road, Space 346	Dayton	OH	45459	(937) 433-5120

COMPUTER & ELECTRONICS

Verizon (all locations)	2340 Miamisburg Centerville Road	Dayton	OH	45459	(937) 434-2355
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ENTERTAINMENT

FREE access to National Parks, Wildlife Refuges and other Federal lands managed by the Department of the Interior

HOME & GARDEN

* Home Depot (all locations)	5200 Salem Avenue	Dayton	OH	45426	(937) 837-1551
* Lowe's (all locations)	5252 Salem Avenue	Trotwood	OH	45426	(937) 854-8200
* Michaels Stores (all locations)	8111 N. Springboro Pike	Miamisburg	OH	45342	(937) 291-3759

* Must register on store website to receive discount.

RESTAURANTS & BARS

Applebee's (all locations)	1795 Delco Park Drive	Kettering	OH	45420	(937) 643-0698
Bob Evans (all locations)	1285 Woodman Drive	Dayton	OH	45432	(937) 256-0040
Boosalis Baking and Café	175 E. Alex Bell Road	Centerville	OH	45459	(937) 424-0636
Fazolis (only location)	6675 Miller Lane	Dayton	OH	45414	(937) 280-4577
Flying Pizza (only location)	223 N. Main Street	Dayton	OH	45402	(937) 222-8031
Giordanos Pizza	2819 Centre Drive, Suite A	Beavercreek	OH	45324	(937) 986-1180
Hooters (all locations)	6851 Miller Lane	Dayton	OH	45414	(937) 890-0467
I Hop (all locations)	7609 Old Troy Pike	Huber Heights	OH	45424	(937) 660-8200
Longhorn Steakhouse (all locations)	6418 Miller Lane	Dayton	OH	45414	(937) 890-5048
Marco's Pizza	2400 South Smithville Road	Dayton	OH	45420	(937) 258-9000
Marions Pizza (all locations)	3443 North Dixie Drive	Dayton	OH	45414	(937) 277-6553
Old Scratch Pizzeria	812 South Patterson Blvd	Dayton	OH	45402	(937) 331-5357
Panda Express (all locations)	5381 Cornerstone North Boulevard	Dayton	OH	45440	(937) 432-9666
Sonic (all locations)	7888 Brandt Pike	Dayton	OH	45424	(937) 938-9271
Table 33 (only location)	130 W. Second Street	Dayton	OH	45402	(937) 999-3070
Texas Roadhouse (all locations)	5611 Merily Way	Huber Heights	OH	45424	(937) 233-7427
Troll Pub	216 Wayne Avenue	Dayton	OH	45402	(937) 723-7709

Businesses Offering Veteran Discounts

SERVICES

SERVICES	ADDRESS	CITY	ST	ZIP	PHONE #
Coverall (<i>Commercial Cleaning</i>)	3306 Encrete Lane	Moraine	OH	45439	(937) 312-9131
Debris Removal Service	Jim Crone - Email: jim@drsdayton.com				(937) 657-8944
PJ Promotions	2000 Springboro Road West	Moraine	OH	45439	(937) 813-3635
Quality Waterproofing O.D. LLC	280 Hiawatha Trail	Springboro	OH	45066	(513) 464-8690

SHOES

Finish Line (<i>various locations</i>)	2727 Fairfield Commons Boulevard	Dayton	OH	45431	(937) 320-0214
Shoe Carnival (<i>all locations</i>)	5005 Salem Avenue	Dayton	OH	45426	(937) 837-8151

SPORTING GOODS

CHAMPS (<i>all locations</i>)	2700 Miamisburg Centerville Road	Dayton	OH	45459	(937) 291-3438
Play It Again Sports (<i>various locations</i>)	101 E. Alex Bell Road	Dayton	OH	45459	(937) 291-0031

TRAVEL & HOTEL

Best Western (<i>various locations</i>)	8099 Old Yankee Street	Dayton	OH	45458	(937) 291-0284
Budget Car Rental	33 E. First Street	Dayton	OH	45402	(937) 220-9206
Comfort Inn (<i>various locations</i>)	9305 N. Main Street	Dayton	OH	45415	(937) 836-9400
Days Inn (<i>all locations</i>)	7470 Miller Lane	Dayton	OH	45414	(937) 280-5589
Hilton Hotels (<i>all locations</i>)	3520 Pentagon Boulevard	Dayton	OH	45431	(937) 458-2650
Marriott Hotels (<i>all locations</i>)	1414 S. Patterson Boulevard	Dayton	OH	45409	(937) 223-1000
Park-N-Go Airport Parking in Vandalia	1140 W National Road	Vandalia	OH	45377	(937) 890-7275

FREE access to National Parks, Wildlife Refuges and other Federal lands managed by the Department of the Interior

MISC.

Howard Law Firm	4130 Linden Avenue	Dayton	OH	45432	(937) 262-7600
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NEW!!!! www.ShopMyExchange.com

The Montgomery County Recorder makes every effort to produce and publish the most current and accurate information possible. Montgomery County assumes no responsibility for errors in the information and does not guarantee that the data is free from errors or inaccuracies. Montgomery County is not liable for businesses that refuse to offer benefits to veterans. All businesses retain sole discretion in determining eligibility of benefits to veterans. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation.

VANDALIA PARKS & RECREATION

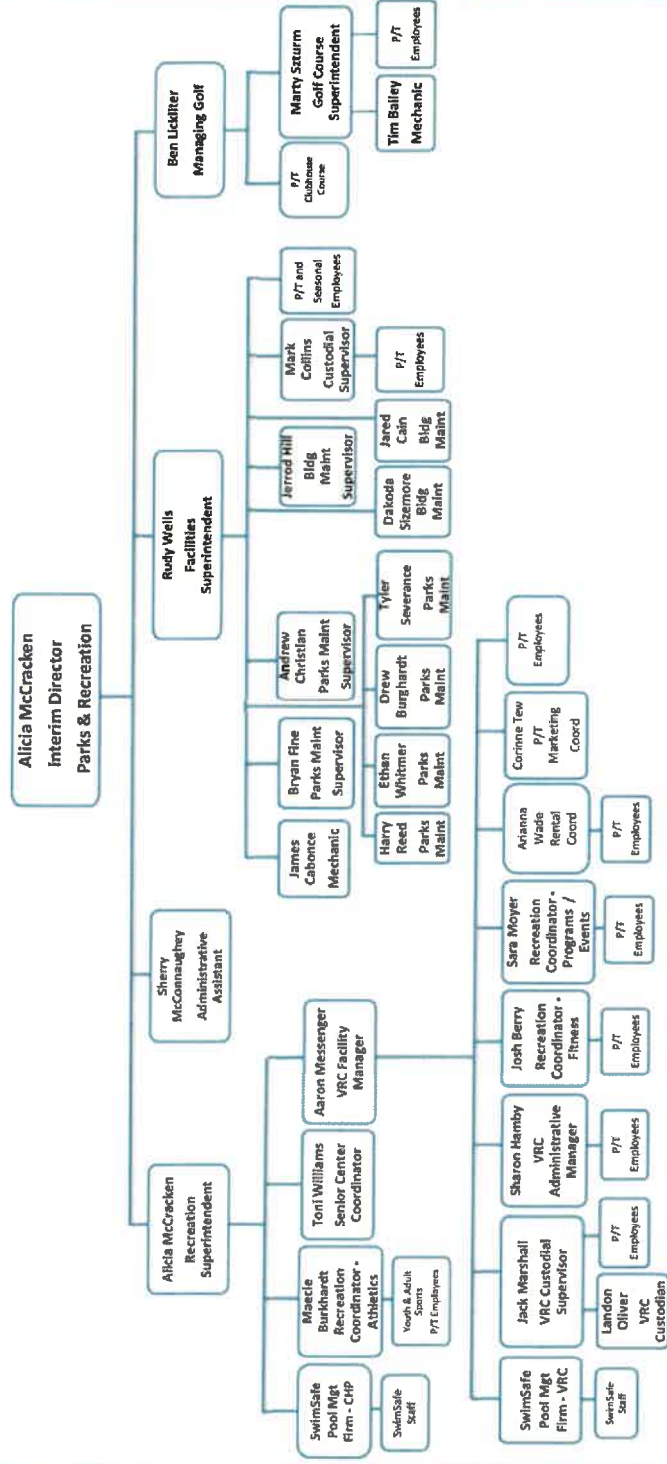
July 21, 2025

Mission Statement:

Enhance the lives of our citizens and community by providing quality and diverse facilities, programs and services.

ORGANIZATIONAL STRUCTURE

City of Vandalia
Parks and Recreation Department
2025



2025 STAFF HIGHLIGHTS

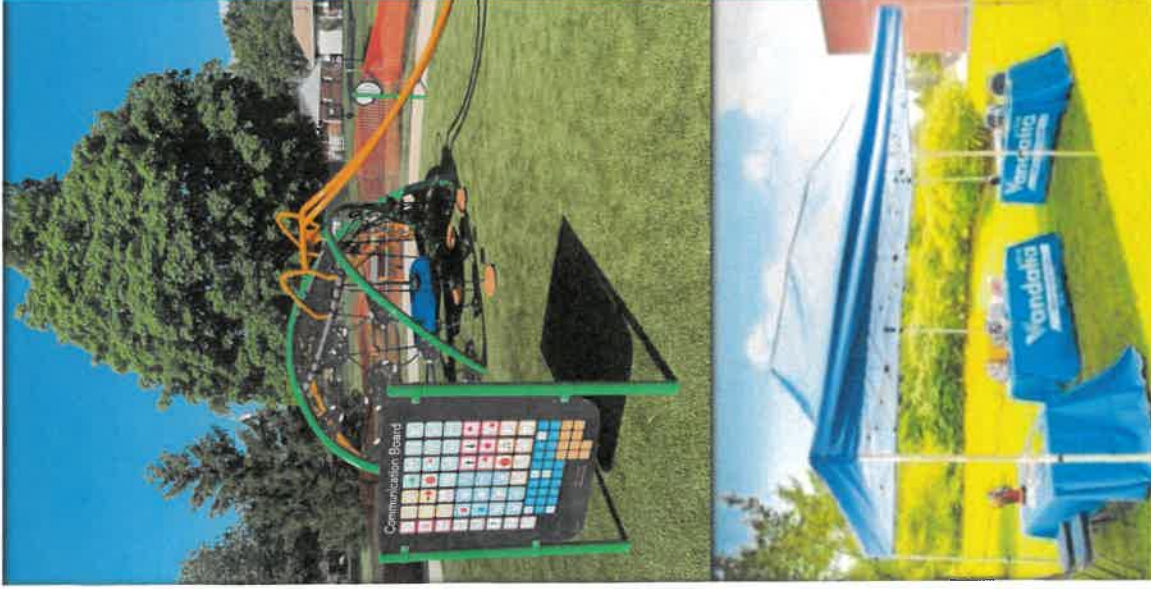
➤ New roles in 2025

- Alicia McCracken— Recreation Superintendent
- Aaron Messenger— VRC Facility Manager

➤ New faces in 2025

- Maecie Burkhardt - Recreation Coordinator- Athletics
- Sara Moyer - Recreation Coordinator- Programs/SE
- Arianna Wade – P/T Recreation Rental Coordinator
- Landon Oliver – VRC Custodian
- Corinne Tew- P/T Marketing Coordinator





Grants:

- ▶ Community Development Block Grant – Victory Park Playground- \$50,000
- ▶ Bureau of Workers Comp- VRC floor scrubbers- \$36,000
- ▶ The Disability Group- Mobile Sensory Tent- \$3,650
- ▶ Federal Grant- Robinette Park- \$400,000

HIGHLIGHTS OVER THE PAST YEAR



Parks/Facilities

- ▶ Robinette Playground
- ▶ Victory Park Playground
- ▶ Tree City USA for the 11th consecutive year- Arbor Day Celebration at Morton
- ▶ Bee City USA for the 9th consecutive year
- ▶ Facility Infrastructure Project- VRC Brick Wall; VRC AercO Boiler
- ▶ Art Park Amphitheater
- ▶ New Landscape- VRC
- ▶ Streetscape- tree and stump removal and new trees planted
- ▶ Continued ballfield fence upgrades
- ▶ New Dump Truck- replacing a 1998 model
- ▶ Helke Pickleball/Tennis Court maintenance
- ▶ New generator- Municipal Building



HIGHLIGHTS OVER THE PAST YEAR



Recreation

- ▶ Awarded 2nd Place in Management Innovation for OPRA Awards
 - ▶ Dayton-wide Summer Camp Training Day.
- ▶ Youth Scholarship Fund – Awarded \$4,000 in scholarships.
- ▶ Kindness Rock Garden. Food Truck (Helke), Rocky the Snake
- ▶ Art Park Amphitheater Ribbon Cutting
- ▶ Art Park Entertainment Series 2025
 - ▶ Added more kids entertainment at Art Park Amphitheater to highlight the park and so far, has been a success!
 - ▶ Olohana Polynesian Dance Night - 100 people
 - ▶ Buggin' Out at the Park - 300 people
 - ▶ Science Saturday - 250 people
 - ▶ Next Up - Dorie & The Daddy O's Kids Music Performance - August 9
- ▶ Special Events- continue to be popular and attendance has been great!
 - ▶ Flight Fest, Fall Festival, Sweet Treats Fest, July 3rd, Tree Lighting

HIGHLIGHTS OVER THE PAST YEAR



Senior Center

- ▶ Membership continues to grow.
 - ▶ 211 new members in 2024
 - ▶ Have already surpassed the 2024 membership numbers through June in 2025.
- ▶ Transportation Program – 10 volunteer drivers provided 1400 hours in 2024
- ▶ 30 sponsors assisting in providing quality programming
- ▶ Hosted 104 “Lunch and Learn” events in 2024 and have 109 scheduled for 2025. 13 new sponsors and 25 new presenters.

HIGHLIGHTS OVER THE PAST YEAR



Golf Course

- ▶ Irrigation System- beginning soon
- ▶ Hampton Golf Management- Assessment
- ▶ Cart barn- Exterior Renovation



HIGHLIGHTS OVER THE PAST YEAR

8



Cassel Hills Pool

- ▶ 3rd year of revised admission policy
- ▶ Piranhas Swim Team
- ▶ SwimSafe Pool Management
- ▶ Resurface of Kiddie Pool area
- ▶ Repair of expansion joint
- ▶ Afterhour Rentals- online

HIGHLIGHTS OVER THE PAST YEAR



Recreation Center

- ▶ Implementation of Birthday Party Reservations online
- ▶ New Strength Equipment
- ▶ CampRec Success
- ▶ VRC Giving Tree
- ▶ Ricky's Playground Replacement
- ▶ Climbing Wall Surface Replacement
- ▶ USAF Thunderbird Crew- Youth Presentation
- ▶ New Fire Alarm System
- ▶ Pool ceiling paint project



HIGHLIGHTS OVER THE PAST YEAR

DEPARTMENT GOALS



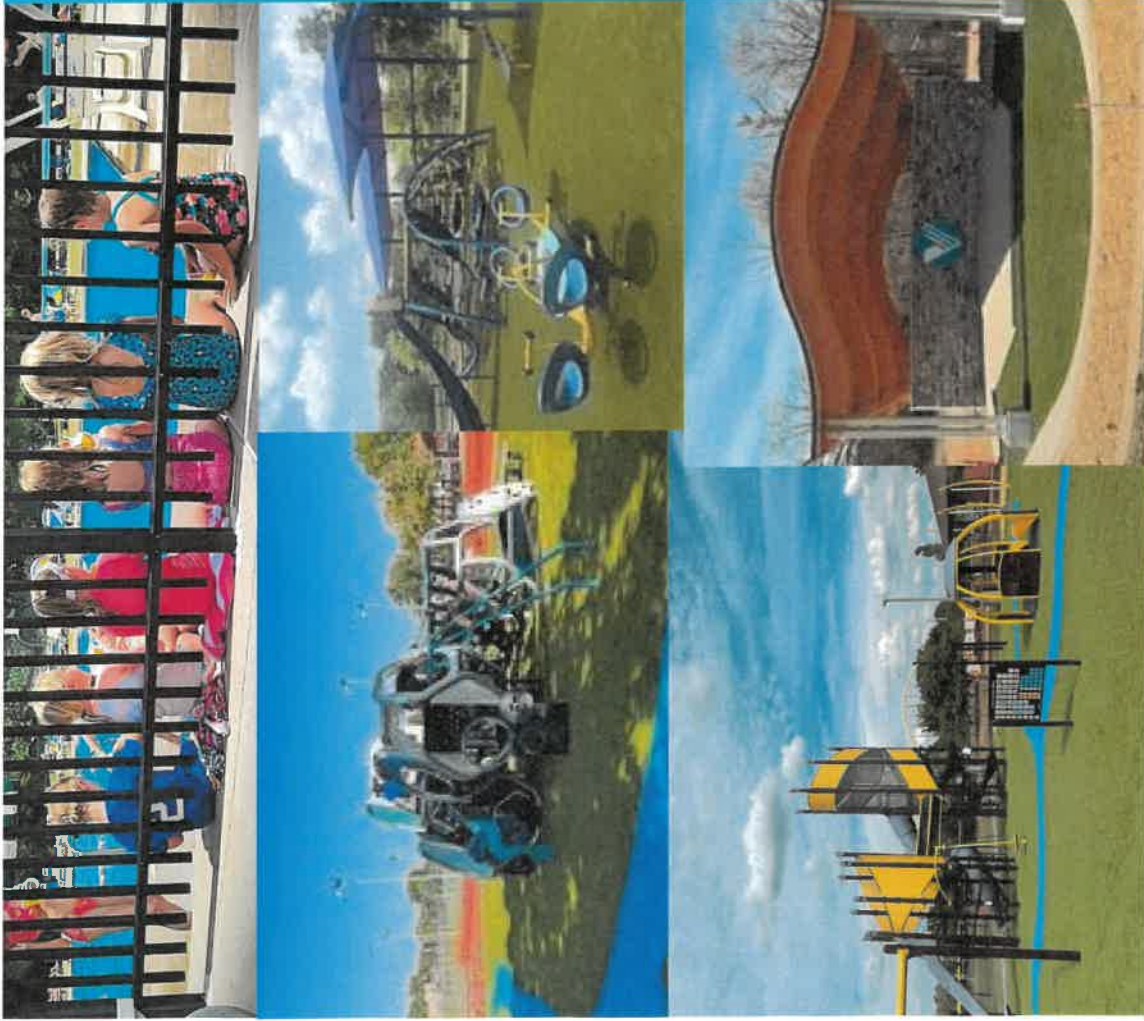
2025

- Implementation Plan for Parks & Recreation Master Plan
- Develop and Foster Community Partnerships
- Parks & Facilities Infrastructure Improvements
- Wellness Program Development
- Succession Planning
- Parks & Recreation Rates & Fees
- Parks & Recreation Department Software Updates
- Parks & Recreation Marketing Position Implementation & Volunteer Program



CASSEL HILLS
GOLF COURSE





PARKS AND RECREATION MASTER PLAN

- Strategic Implementation
 - Helke Park Assessment
 - Bid Process- Robinette Park
 - Trails and Connectivity
 - Recreation Programming
 - Operations and Staffing
- Strategy Matrix Developed with PROS Consulting
- System-Wide Approach for short and long term goals

Fiscal Sustainability Seize quality-of-life opportunities while maintaining fiscal prudence. 	Trust and Confidence Reinforce government to empower stakeholder engagement. 	Opportunity Be known regionally as a premier suburb through innovative City services. 
Infrastructure Prioritize infrastructure by investing in roads, utilities & parks. 	Sharpen the Saw Refine processes and leverage technology to improve customer service. 	Vibrant Use amenities & growth model to create a warm & welcome environment. 



DEVELOP AND FOSTER COMMUNITY PARTNERSHIPS

Management team working to leverage community partnerships that will improve amenities and provide fiscal sustainability.

Kettering Health Network

Montgomery County Board of Developmental
Disabilities Services

Vandalia Butler City Schools

Vandalia Arts Council

Pickleball Club

Butler Township

Service Organizations



Trust and Confidence
Transparent government
to empower stakeholders
engagement



Fiscal Sustainability
Sound quality-of-life
opportunities while
maintaining fiscal
practices



Safe & Secure
Invest in robust public
safety and community
outreach to meet needs



Vibrant
Use amenities & growth
moment to create a warm
& welcome environment

Parks & Facilities Infrastructure Improvements

Management team will work to ensure infrastructure improvements are made in the following areas:

- Cassel Hills Golf Course – Irrigation System
- Victory Park Playground
- Art Park Amphitheater
- Park Playgrounds – Helke Park with planning for future park design
- Sports Complex signage- scheduled to be installed
- Recreation Center/Senior Center – Facility Usage data to determine future renovations/expansion



Vibrant
Use amenities & growth
intended to create a vibrant
& welcome environment.



Sharpen the Saw
Refine practices and
leverage technology to
improve customer service.



Infrastructure
Protect infrastructure by
investing in roads, utilities,
& parks.



Fiscal Sustainability
Seize quality-of-life
opportunities while
maintaining fiscal
practices.

COMMUNITY WELLNESS

Management team and staff will work to develop community wellness initiatives that will provide positive health and well-being outcomes for our residents and visitors

Senior Center – offering twice a week sit down exercise class; monthly blood pressure checks

Recreation Center – Wellness Bash, Coffee Talks, 25 day challenge
Youth Sports – Opportunities to promote healthy eating initiatives





Succession Planning

Develop a succession plan to include cultivating leaders from within the current staff.

- OPRA Leadership- Continued Education Opportunities
- Cross Training of staff
- Parks and Recreation University



Vibrant

Use unites & growth mindset to create a warm & welcome environment



Opportunity

Be known regularly as a top performer through various City services



Sharpen the Saw

Refine practices and leverage technology to improve customer service



RATES AND FEES

Parks & Recreation Management team currently reviewing all department rates and fees. This will be done annually moving forward.

Cassel Hills Golf Course – 2026 golf season

Senior Center - 2026

Recreation Center - 2026

Cassel Hills Pool – 2026 pool season

Programs and Activities - ongoing

Youth Sports Programs – ongoing

Commemorative Tree Program-2026

Garden Plots – 2026

Department Wide Rentals- 2026



Parks & Recreation Software Updates

Review software update options for the Parks & Recreation Department

- Facility Reservations
- When to Work
- Productive Parks



Marketing Position/Volunteer Program

Implementation of a part-time Marketing position for the Recreation Division.

Expansion of VPRD volunteer program.



Fiscal Sustainability
Seize quality-of-life opportunities while maintaining fiscal practices



Vibrant
Use amenities & growth needed to create a vibrant & welcoming environment



Opportunity
Be innovative, responsibly as a top-tier public transit provider



Sharpen the Saw
Refine practices and leverage technology to improve customer service



- ▶ Golf Course Irrigation System
- ▶ Sports Complex Signage Project
- ▶ Robinette Park Splashpad Project
- ▶ Comprehensive Facility Plan
- ▶ Future of Cassel Hills Swimming Pool
- ▶ Helke Park Assessment
- ▶ Opportunity for Department Restructure
- ▶ Grant Funding

LOOKING AHEAD



**THE STAFF OF THE VANDALIA PARKS &
RECREATION DEPARTMENT WISH TO
EXPRESS OUR SINCERE APPRECIATION TO
CITY COUNCIL, THE CITY MANAGER'S
OFFICE AND THE COMMUNITY FOR YOUR
SUPPORT.**





To: Kurt E. Althouse, City Manager
From: Ben Borton, Director of Public Service
Date: July 15, 2025
Subject: Bid Award – Damian, Soter, Romanus, Desales (N) Watermain Replacement Watermain Replacement & Resurfacing

Bids for Damian, Soter, Romanus, Desales (N) Watermain Replacement Watermain Replacement & Resurfacing project were publicly opened on Tuesday, July 8, 2025. Ten (10) sets of specifications were issued, and nine (9) contractors submitted bids, ranging from \$1,042,800 to \$1,429,743. Our final estimate for the project was \$1,147,845. The bid tabulation sheet is attached for reference.

As you may recall, we secured \$500,000 in funding from the Ohio Public Works Commission (OPWC) for this project, \$250,000 in the form of a grant and \$250,000 in the form of a 0%, five-year loan. A total of \$1,125,000 was allocated from the Water Fund in the 2025 Capital Improvement Budget to support the project.

Based on the bids received, I recommend awarding the contract for this project to **CG Construction & Utilities, Inc.** out of Miamisburg, OH as the lowest and best bid of **\$1,042,800.00**. I further recommend authorizing up to the full appropriated budget to accommodate any contingency items that may arise during construction, (~8% of the base bid).

Engineering and design work were completed in-house as a cost savings. Special thanks to Engineering/GIS Technician **Chad Baughman** and Construction Inspector **Jeremy Games** for their valuable contributions to the project.



Infrastructure
Protect Infrastructure by
investing in roads, utilities
& parks.



Fiscal Sustainability
Seize quality-of-life
opportunities while
maintaining fiscal
practices.

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO

RESOLUTION 25-R-32

A RESOLUTION AWARDING THE BID FOR THE DAMIAN, SOTER, ROMANUS, DESALES (N) WATERMAIN REPLACEMENT & RESURFACING PROJECT, REQUESTED BY DEVELOPMENT AND ENGINEERING SERVICES, TO CG CONSTRUCTION & UTILITIES, INC. AT THE LOWEST AND BEST BID PRICE OF \$1,042,800.00.

WHEREAS, Council has received a memorandum from Ben Borton, Director of Public Service, dated July 15, 2025, recommending Council award the bid for Damain, Soter, Romanus, Desales (N) Watermain Replacement & Resurfacing as described in the bid documents for that project which were publicly opened on July 8, 2025; and

WHEREAS, The City of Vandalia will be reimbursed up to \$500,000 (\$250,000 in a grant and \$250,000 in a loan) from the Ohio Public Works Commission after completion of the project.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. Deeming it to be in the public interest of the City, Council awards the bid for Damain, Soter, Romanus, Desales (N) Watermain Replacement to CG Construction & Utilities, Inc. in the amount of \$1,042,800.00. as the lowest and best bid. Council also authorizes up to the appropriated \$1,125,000 for the project and contingency items that may arise during construction.

Section 2. Council authorizes the City Manager, or his designee, to negotiate and enter into a contract with CG Construction & Utilities, Inc. for the Damain, Soter, Romanus, Desales (N) Watermain Replacement project.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this legislation were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were taken in meetings open to the public and in conformance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This resolution shall become effective immediately upon its passage.

Passed this 21st day of July 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Clerk of Council



CITY OF VANDALIA
Damian Soter Romanus & Desales Watermain
Bid Tabulation Sheet
July 8, 2025
11:00 AM

Company	Bid Bond	Total Bid
CG Construction & Utilities Inc. 6891 Germantown Pk Miamisburg, OH 45342	<u>yes</u>	<u>\$1,042,800.00</u>
Coate Construction LLC P O Box 247 West Milton, OH 45383	<u>yes</u>	<u>\$1,082,240.05</u>
Double Jay Construction Inc. 25 Harrisburg Dr Englewood, OH 45322	<u>yes</u>	<u>\$1,244,238.00</u>
Brackney 2145 State Road 1 Brookville, IN 47012	<u></u>	<u>no bid</u>
Outdoor Enterprise, LLC 3655 W St Rt 571 Troy, OH 45373	<u>yes</u>	<u>\$1,429,743.00</u>
Finfrock Construction Co., Inc. 301 Adams St PO Box 54 Covington, OH 45318	<u>yes</u>	<u>\$1,292,000.00</u>

Milcon Concrete, Inc.
1360 S Co Rd 25A
Troy, OH 45373

yes

\$1,128,989.00

Associated Excavating Inc
10532 Westbrook Rd.
Brookville, OH 45309

yes

\$1,170,186.90

Sturm Construction Inc.
2596 Wapakoneta Ave.
Sidney, OH 45365

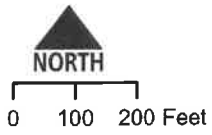
yes

\$1,130,000.00

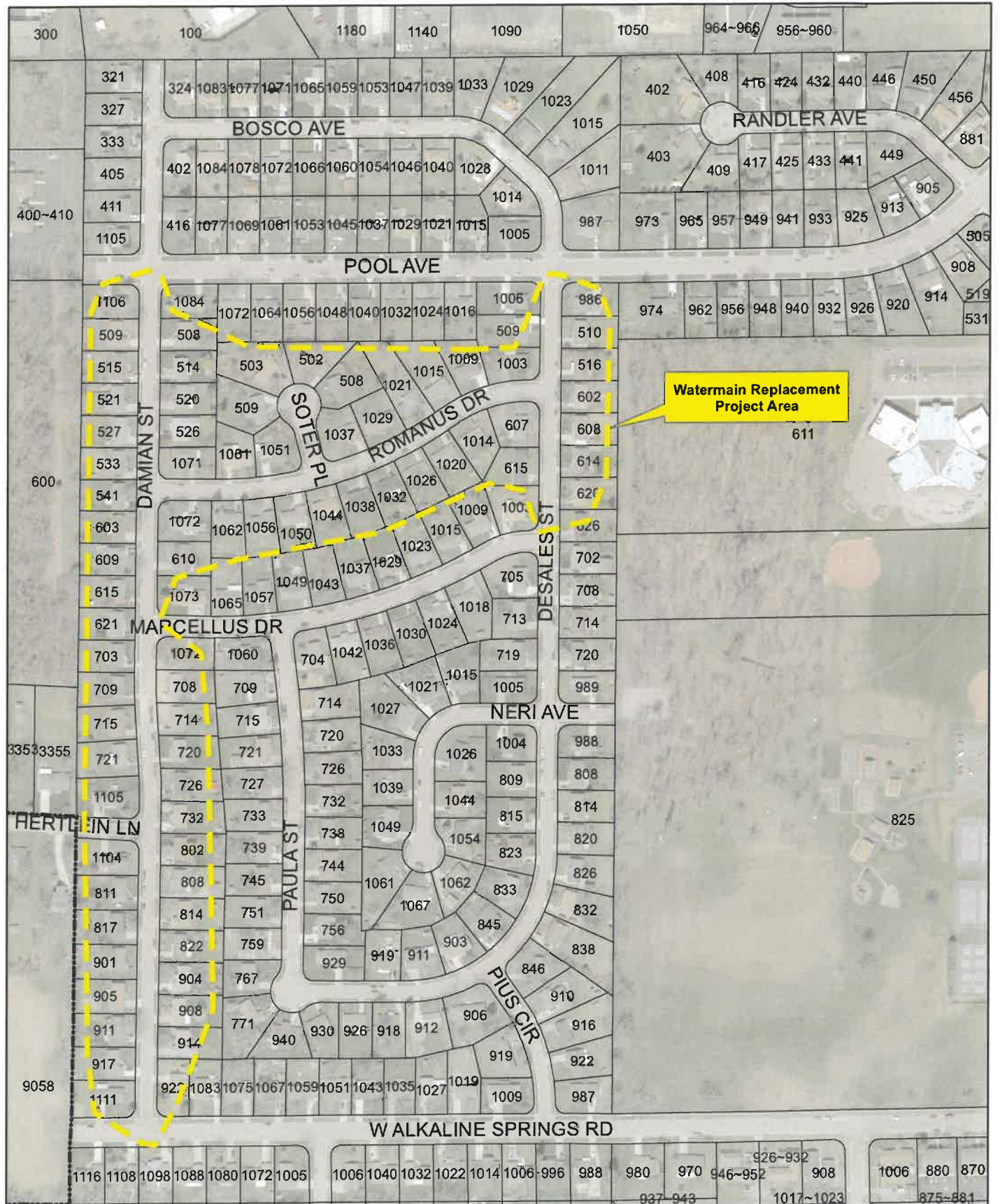
M&T Excavating
9565 New Harrison Bradford Rd.
Bradford, OH 45308

yes

\$1,065,394.00



Damian, Soter, Romanus & Desales Watermain Replacement



Memo



To: Kurt Althouse, City Manager

From: Bridgette Leiter, Director of Finance

Date: June 19, 2025

Re: Contract Extension – audit and compilation services

The City of Vandalia and Plattenburg & Associates, Inc. originally entered into an audit contract for the period 01/01/2021 – 12/31/2024, and therefore Plattenburg & Associates, Inc. has audited and provided compilation services for the City of Vandalia, NAWA and TCA for four consecutive years.

The Auditor of State's Office has approved the City, NAWA and TCA continuing to receive audit and compilation services with Plattenburg & Associates Inc. for the years 2025-2028 by extending the current contract by setting reasonable fees, without utilizing the bidding process, and a limitation of no more than 10 consecutive years.

The contract extension would include a multi-year agreement with Plattenburg & Associates, Inc. for audit and compilation services in the amount of \$160,480 for the City, \$31,680 for NAWA, and \$48,048 for TCA.

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO

RESOLUTION NO. 25-R-33

A RESOLUTION APPROVING A CONTRACT EXTENSION AGREEMENT BETWEEN THE AUDITOR OF STATE, PLATTENBURG AND ASSOCIATES INC AND CITY OF VANDALIA REGARDING AUDITING SERVICES THROUGH 2028 AND AUTHORIZING A CONTRACT EXTENSION AGREEMENT WITH PLATTENBURG & ASSOCIATES, INC. FOR AUDITING AND COMPILATION SERVICES FOR SUCH PERIODS

Whereas, the Auditor of State (AOS) determined that an Independent Public Accountant (IPA) firm will be contracted to perform the engagement related to the City of Vandalia, for the annual fiscal period ending 12/31/25, and for the subsequent three periods; and

Whereas, in addition, the AOS implemented a process, assuming all parties agree, and a reasonable fee is set, where the incumbent firm could be awarded a contract extension without utilizing the bidding process, with a limitation to auditing and providing compilation services to entities for no more than 10 consecutive years; and

Whereas, the City of Vandalia and Plattenburg & Associates, Inc. originally entered into an audit contract for the period 01/01/2021 - 12/31/2024, and therefore Plattenburg & Associates, Inc. has audited, and provided compilation services, for the City of Vandalia for four consecutive years; and

Whereas, the Auditor of State's Office has approved the City, NAWA and TCA continuing to receive audit and compilation services with Plattenburg & Associates, Inc. for the years 2025-2028 by extending the current contract;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. The Contract Extension Agreement Between the Auditor of State, Plattenburg and Associates, Inc. and the City is hereby approved, and the City Manager is authorized to execute same, and all related documents relating thereto not adverse to the interest of the City, on behalf of the City and any and all similar agreements with respect to the City's auditing and compilation service interest with respect to Tri-Cities and NAWA including but not limited to a separate agreement with Plattenburg and Associates, Inc. upon the terms set forth in the Contract Extension Agreement.

Section 2. The City Manager is further authorized to negotiate and enter into a multi-year agreement with Plattenburg and Associates, Inc. for compilation and auditing services in the amount of \$160,480 for the City, \$48,048 for Tri-Cities and \$31,680 for NAWA.

Section 3. The City waives formal bidding pursuant to Vandalia Code section 208.02(e)(5).

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this legislation were adopted in an open meeting of this Council and that all deliberations of this Council and of any of Its Committees that resulted in such formal action were taken in meetings open to the public and In conformance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 5. This Resolution shall be in full force and effect immediately upon its passage.

Passed this 21st day of July 2025.

APPROVED:

Richard Herbst, Mayor

Kurt E. Althouse, Clerk of Council

CITY OF VANDALIA

MONTGOMERY COUNTY, OHIO

ORDINANCE NO. 25-06

AN ORDINANCE APPROVING INDIVIDUAL ASSESSMENTS AMOUNTS AND DIRECTING THE FINANCE DIRECTOR OR HER DESIGNEE TO CERTIFY THE AMOUNTS TO THE COUNTY AUDITOR FOR COLLECTION AND DECLARING AN EMERGENCY

WHEREAS, pursuant to Section 6, Article XVIII of the Ohio Constitution the General Assembly has enacted general laws stating purposes for which municipalities may assess specially benefited property; and

WHEREAS, these laws include Ohio Revised Code sections 727.01, 727.011, 727.012, 727.013, 729.06, 729.11, 1710.01(h) and others, which authorize the City to levy and collect special assessments upon the abutting, adjacent, and contiguous, or other specially benefited, lots or lands in the municipal corporation, for among other things, any part of the cost connected with the improvement of any street, public road, place, boulevard, parkway, or park entrance or an easement of the municipal corporation; sidewalk construction; sewers; sewage disposal works and treatment plants, sewage pumping stations, water treatment plants, water pumping stations, reservoirs, and water storage tanks or standpipes, together with the facilities and appurtenances necessary and proper therefor; drains, storm-water retention basins, watercourses, water mains, or laying of water pipe; lighting; any part of the cost and expense of planting, maintaining, and removing shade trees thereupon; any part of the cost and expense of constructing, maintaining, repairing, cleaning, and enclosing ditches; and

WHEREAS, for certain approved assessments, the county auditor is to act at the direction, or on behalf, of a municipality with respect to collection of the assessments under R.C. 727.30; R.C. 727.33; and

WHEREAS, the General Assembly has also enacted laws that require a county auditor to act at the direction, or on behalf, of a municipality with respect to collection of certain costs assessed to properties including but not limited to R.C 743.04, 715.261 and 731.51-54; and

WHEREAS, as a result of the foregoing, the City of Vandalia has passed, and will in the future pass, laws to assess real property for all or part of the cost of a public improvement and/or certain permitted costs of abatement or collection, including but not limited to Ord. 98-10. Passed 10-19-98 (codified as 642.14 Graffiti removal) Codified Ordinances 676.02 Noxious Weeds; Ord. 03-20. Passed 1-5-04 (codified as 1045.30 Storm Drainage); Ord. 17-31. Passed 12-18-17 (codified as 1049.05 Utility Charges); Ord. 00-03 Passed 5-15-00; Ord. 02-16. Passed 7-15-02; Ord. 16-31. Passed 10-17-16 (all codified in Chapter 1482; including but not limited to sections 1482.06 Unsafe structures, 1482.07 Emergency measures, 1482.08 Demolition; 1482.10(d) Noxious Weeds; 1482(j) Junk Vehicles and Rubbish; and section 1482.13; and such other ordinances or resolutions that may be passed from time to time pursuant to these codified laws; and

WHEREAS, in order to better track and account for authorized legal assessments and the amounts due to the City, Montgomery County has requested that assessments be individually set forth; and

WHEREAS, City Council has determined it is in the best interest of the citizens to pass this Ordinance setting forward the applicable properties and assessment amounts to be certified to the County for collection; and

WHEREAS, the assessments set forth in the attached Exhibits have been authorized by legislative action of the City Council of the City of Vandalia and after providing legally required notice, are required by law to be assessed and collected by the County on behalf of the City;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. The properties set forth on the attached Exhibit A, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit A for **Storm Water Assessments (Project # 31103)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit A.

Section 2. The properties set forth on the attached Exhibit B, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit B for **Trash Collection Assessments (Project # 31850)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit B.

Section 3. The properties set forth on the attached Exhibit C, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit C for **Delinquent Sewer and Water Assessments (Project # 31100)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit C.

Section 4. The properties set forth on the attached Exhibit D, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit D for **Weed Cutting Assessments (Project # 31500)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit D.

Section 5. In the event a payment for the amount or any portion of the amount set forth in Exhibit attached hereto is received by the City prior to the Assessment Payment Due Date set forth in such Exhibit, which shall be included in the notice sent to such property owner, the Finance Director, or her designee is authorized to finalize such assessment through removal for full payment or revision (lowering) for partial payment from such Exhibit prior to certification to the County Auditor.

Section 6. The Finance Director or her designee is instructed to certify this Ordinance, including the final assessed properties in each Exhibit by designating the Parcel Id #, Project Number, tax year and year to date total charge, as required by the County to the County Auditor for collection substantially as set forth in Schedule 1 attached hereto and incorporated herein...

Section 7. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this

Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 8. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, welfare and safety of the City, and for the further reasons that finalizing and certifying assessment at the earliest time is necessary to timely establish a lien and protect the City's interest in payment of amounts owed to the City; wherefore, this Ordinance shall be in full force and effect immediately upon its passage.

Passed this 21st day of July 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Clerk of Council

EXHIBIT A					ORDINANCE NO.		
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGES	YEAR TO DATE	CURRENT CHARGES DUE
B02 00104 0047	31103	STM WAT	274 W NATIONAL RD #1	2025	4.05	4.05	July 14, 2025
B02 00104 0075	31103	STM WAT	55 ELVA CT	2025	195.00	443.41	July 14, 2025
B02 00105 0008	31103	STM WAT	114 SKYVIEW DR	2025	12.64	12.64	
B02 00111 0007	31103	STM WAT	408 CIRCLEVIEW DR	2025	1.62	1.62	
B02 00114 0008	31103	STM WAT	314 N DIXIE DR	2025	33.09	33.09	July 14, 2025
B02 00114 0009	31103	STM WAT	320 N DIXIE DR	2025	50.52	106.04	July 14, 2025
B02 00117 0013	31103	STM WAT	156 LAWN ST	2025	4.89	4.89	July 14, 2025
B02 00123 0021	31103	STM WAT	841 SPARTAN AVE	2025	20.72	47.10	July 14, 2025
B02 00124 0038	31103	STM WAT	874 BRISTOL DR	2025	13.67	13.97	July 14, 2025
B02 00124 0049	31103	STM WAT	226 N BROWN SCHOOL RD	2025	20.72	47.10	July 14, 2025
B02 00125 0012	31103	STM WAT	814 ROXANA DR	2025	3.27	3.27	July 14, 2025
B02 00125 0024	31103	STM WAT	843 DONORA DR	2025	7.05	7.05	
B02 00126 0016	31103	STM WAT	851 DONORA DR	2025	1.91	1.91	July 14, 2025
B02 00201 0034	31103	STM WAT	650 POOL AVE	2025	141.05	141.05	July 14, 2025
B02 00201 0052	31103	STM WAT	622 POOL AVE	2025	79.08	211.42	July 14, 2025
B02 00203 0019	31103	STM WAT	117 DELLING DR	2025	9.93	9.93	July 14, 2025
B02 00204 0003	31103	STM WAT	103 HELKE RD	2025	4.56	4.56	
B02 00205 0020	31103	STM WAT	533 KOCH AVE	2025	14.50	26.38	
B02 00205 0038	31103	STM WAT	220 HELKE RD	2025	5.85	5.85	
B02 00205 0039	31103	STM WAT	214 HELKE RD	2025	9.60	9.60	
B02 00208 0008	31103	STM WAT	502 KIRKWOOD DR	2025	20.72	47.10	July 14, 2025
B02 00208 0016	31103	STM WAT	409 KIRKWOOD DR	2025	20.72	47.10	July 14, 2025
B02 00208 0017	31103	STM WAT	415 KIRKWOOD DR	2025	20.72	47.10	July 14, 2025
B02 00213 0002	31103	STM WAT	524 GABRIEL ST	2025	12.16	12.16	July 14, 2025
B02 00214 0052	31103	STM WAT	525 HIALEAH CT	2025	10.02	10.02	
B02 00309 0031	31103	STM WAT	704 PAULA ST	2025	4.80	4.80	
B02 00312 0026	31103	STM WAT	437 GOLDFEAF AVE	2025	5.40	5.40	July 14, 2025
B02 00315 0007	31103	STM WAT	36 N BROWN SCHOOL RD	2025	2.76	2.76	
B02 00319 0009	31103	STM WAT	3541 STOP EIGHT RD	2025	112.44	255.65	July 14, 2025
B02 00405 0014	31103	STM WAT	327 REICHARD DR	2025	20.72	47.10	July 14, 2025
B02 00411 0028	31103	STM WAT	110 MOUNTAIN DR	2025	16.11	16.11	July 14, 2025
B02 00415 0029	31103	STM WAT	861 KENBROOK DR	2025	25.90	25.90	July 14, 2025
B02 00501 0001	31103	STM WAT	50 HALIFAX DR	2025	2.22	2.22	
B02 00501 0001	31103	STM WAT	48 HALIFAX DR	2025	2.22	2.22	
B02 00502 0017	31103	STM WAT	1103 ROBINETTE AVE	2025	17.05	17.05	
B02 00503 0001	31103	STM WAT	1155 E NATIONAL RD	2025	14.86	27.99	July 14, 2025
B02 00506 0001	31103	STM WAT	848 POOL AVE	2025	13.00	13.00	July 14, 2025
B02 00705 0009	31103	STM WAT	1006 STONEYSPRINGS RD	2025	20.72	33.72	July 14, 2025
B02 00706 0005	31103	STM WAT	874 RANDLER AVE	2025	7.80	7.80	July 14, 2025
B02 00712 0017	31103	STM WAT	9364 PETERS PIKE	2025	20.72	47.10	July 14, 2025
B02 00807 0001	31103	STM WAT	538 BROWN SCHOOL RD	2025	5.93	5.93	
B02 00919 0021	31103	STM WAT	1213 BAILEY AVE	2025	9.11	9.11	July 14, 2025
B02 01014 0002	31103	STM WAT	8890 DOG LEG RD	2025	31.08	31.08	July 14, 2025
B02 01015 0001	31103	STM WAT	2858 NATIONAL RD W	2025	50.08	93.85	July 14, 2025
B02 01015 0037	31103	STM WAT	2950 W NATIONAL RD	2025	19.88	19.88	July 14, 2025
B02 01021 0002	31103	STM WAT	400 E NATIONAL RD	2025	8.29	8.29	
B02 01102 0008	31103	STM WAT	8612 S BROWN SCHOOL RD	2025	20.72	47.10	July 14, 2025
B02 01103 0011	31103	STM WAT	8341 SAGRAVES DR	2025	6.97	6.97	July 14, 2025
B02 01202 0052	31103	STM WAT	4359 LITTLE YORK RD	2025	20.72	20.72	July 14, 2025
B02 01203 0004	31103	STM WAT	7609 N DIXIE DR	2025	14.50	26.38	
B02 01203 0006	31103	STM WAT	7601 N DIXIE DR	2025	13.67	13.67	July 14, 2025
B02 01203 0012	31103	STM WAT	7249 N DIXIE DR	2025	59.08	59.08	July 14, 2025
B02 01203 0050	31103	STM WAT	3085 STOP EIGHT RD	2025	20.72	35.22	July 14, 2025
B02 01203 0064	31103	STM WAT	6213 MILLER LN	2025	280.52	637.86	July 14, 2025
B02 01203 0082	31103	STM WAT	6201 MILLER LN	2025	20.72	47.10	July 14, 2025
B02 01204 0021	31103	STM WAT	6921 HOMESTRETCH RD	2025	20.72	38.82	July 14, 2025
B02 01204 0027	31103	STM WAT	6837 HOMESTRETCH RD	2025	20.72	47.10	July 14, 2025
B02 01204 0078	31103	STM WAT	6827 HOMESTRETCH RD	2025	15.54	15.54	July 14, 2025
B02 01204 0036	31103	STM WAT	6812 HOMESTRETCH RD	2025	14.50	26.38	
B02 01204 0040	31103	STM WAT	6700 HOMESTRETCH RD	2025	344.88	614.29	July 14, 2025
B02 01205 0024	31103	STM WAT	6400 SAND LAKE RD	2025	444.13	951.69	
B02 01205 0029	31103	STM WAT	6325 SHADY KNOLL DR	2025	20.72	47.10	July 14, 2025
B02 01206 0008	31103	STM WAT	6070 VOLKMAN DR	2025	20.72	59.52	July 14, 2025
B02 01216 0002	31103	STM WAT	6208 MILLER LN	2025	20.72	47.10	July 14, 2025
B02 01216 0003	31103	STM WAT	6212 MILLER LN	2025	14.50	26.38	
B02 01217 0009	31103	STM WAT	3200 BENCHWOOD RD	2025	11.88	11.88	
B02 01405 0025	31103	STM WAT	882 MARIDON CT	2025	5.24	11.36	July 14, 2025
B02 01413 0012	31103	STM WAT	785 DEERHURST DR	2025	20.72	47.10	July 14, 2025
B02 01422 0004	31103	STM WAT	2326 CHEVIOT HILLS LN	2025	20.72	47.10	July 14, 2025
B02 50624 0006	31103	STM WAT	92 VAN LAKE DR E	2025	20.43	20.43	
					2,598.86	4,877.21	
				NEW	1,973.86	3,697.13	

EXHIBIT A	ORDINANCE NO.		
PARCEL ID	PROJECT NO.	YEAR	YEAR TO DATE
B02 00104 0047	31103	2025	\$ 4.05
B02 00104 0075	31103	2025	\$ 443.41
B02 00114 0008	31103	2025	\$ 33.09
B02 00114 0009	31103	2025	\$ 106.04
B02 00117 0013	31103	2025	\$ 4.89
B02 00123 0021	31103	2025	\$ 47.10
B02 00124 0038	31103	2025	\$ 13.97
B02 00124 0049	31103	2025	\$ 47.10
B02 00125 0012	31103	2025	\$ 3.27
B02 00126 0016	31103	2025	\$ 1.91
B02 00201 0034	31103	2025	\$ 141.05
B02 00201 0052	31103	2025	\$ 211.42
B02 00203 0019	31103	2025	\$ 9.93
B02 00208 0008	31103	2025	\$ 47.10
B02 00208 0016	31103	2025	\$ 47.10
B02 00208 0017	31103	2025	\$ 47.10
B02 00213 0002	31103	2025	\$ 12.16
B02 00312 0026	31103	2025	\$ 5.40
B02 00319 0009	31103	2025	\$ 255.65
B02 00405 0014	31103	2025	\$ 47.10
B02 00411 0028	31103	2025	\$ 16.11
B02 00415 0029	31103	2025	\$ 25.90
B02 00503 0001	31103	2025	\$ 27.99
B02 00506 0001	31103	2025	\$ 13.00
B02 00705 0009	31103	2025	\$ 33.72
B02 00706 0005	31103	2025	\$ 7.80
B02 00712 0017	31103	2025	\$ 47.10
B02 00919 0021	31103	2025	\$ 9.11
B02 01014 0002	31103	2025	\$ 31.08
B02 01015 0001	31103	2025	\$ 93.85
B02 01015 0037	31103	2025	\$ 19.88
B02 01102 0008	31103	2025	\$ 47.10
B02 01103 0011	31103	2025	\$ 6.97
B02 01202 0052	31103	2025	\$ 20.72
B02 01203 0006	31103	2025	\$ 13.67
B02 01203 0012	31103	2025	\$ 59.08
B02 01203 0050	31103	2025	\$ 35.22
B02 01203 0064	31103	2025	\$ 637.86
B02 01203 0082	31103	2025	\$ 47.10
B02 01204 0021	31103	2025	\$ 38.82
B02 01204 0027	31103	2025	\$ 47.10
B02 01204 0028	31103	2025	\$ 15.54
B02 01204 0040	31103	2025	\$ 614.29
B02 01205 0029	31103	2025	\$ 47.10
B02 01206 0008	31103	2025	\$ 59.52
B02 01216 0002	31103	2025	\$ 47.10
B02 01405 0025	31103	2025	\$ 11.36
B02 01413 0012	31103	2025	\$ 47.10
B02 01422 0004	31103	2025	\$ 47.10
		TOTAL	\$ 3,697.13

EXHIBIT B					ORDINANCE NO.		
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGE	YEAR TO DATE	CURRENT CHARGES DUE
B02 00104 0047	31850	TR COL	274 W NATIONAL RD #1	2025	34.64	34.64	July 14, 2025
B02 00105 0008	31850	TR COL	114 SKYVIEW DR	2025	50.11	50.11	
B02 00111 0007	31850	TR COL	408 CIRCLEVIEW DR	2025	25.58	25.58	
B02 00117 0013	31850	TR COL	156 LAWN ST	2025	19.38	19.38	July 14, 2025
B02 00124 0038	31850	TR COL	874 BRISTOL DR	2025	54.22	54.22	July 14, 2025
B02 00125 0012	31850	TR COL	814 ROXANA DR	2025	12.98	12.98	July 14, 2025
B02 00126 0016	31850	TR COL	851 DONORA DR	2025	7.57	7.57	July 14, 2025
B02 00203 0019	31850	TR COL	117 DELLSING DR	2025	39.37	39.37	July 14, 2025
B02 00204 0003	31850	TR COL	103 HELKE RD	2025	21.53	21.53	
B02 00205 0020	31850	TR COL	533 KOCH AVE	2025	60.61	116.71	
B02 00205 0038	31850	TR COL	220 HELKE RD	2025	23.21	23.21	
B02 00205 0039	31850	TR COL	214 HELKE RD	2025	44.12	44.12	
B02 00213 0002	31850	STM WAT	524 GABRIEL ST	2025	48.20	48.20	July 14, 2025
B02 00309 0031	31850	TR COL	704 PAULA ST	2025	22.67	22.67	
B02 00411 0028	31850	TR COL	110 MOUNTAIN DR	2025	63.94	63.94	July 14, 2025
B02 00415 0029	31850	TR COL	861 KENBROOK DR	2025	101.84	101.84	July 14, 2025
B02 00501 0001	31850	TR COL	50 HALIFAX DR	2025	20.97	20.97	
B02 00501 0001	31850	TR COL	48 HALIFAX DR	2025	20.97	20.97	
B02 00502 0017	31850	TR COL	1103 ROBINETTE AVE	2025	66.88	66.88	
B02 00503 0001	31850	TR COL	1155 E NATIONAL RD	2025	58.48	114.58	July 14, 2025
B02 00506 0001	31850	TR COL	848 POOL AVE	2025	181.36	181.36	July 14, 2025
B02 00705 0009	31850	TR COL	1006 STONEYSPRINGS RD	2025	328.44	808.78	July 14, 2025
B02 00706 0005	31850	TR COL	874 RANDLER AVE	2025	102.65	102.65	July 14, 2025
B02 00712 0017	31850	TR COL	9364 PETERS PIKE	2025	82.12	198.83	July 14, 2025
B02 00807 0001	31850	TR COL	538 BROWN SCHOOL RD	2025	23.51	23.51	
B02 00919 0021	31850	TR COL	1213 BAILEY AVE	2025	36.12	36.12	July 14, 2025
B02 01014 0002	31850	TR COL	8890 DOG LEG RD	2025	123.18	123.18	July 14, 2025
B02 01015 0001	31850	TR COL	2858 NATIONAL RD W	2025	82.12	159.73	July 14, 2025
B02 01102 0008	31850	TR COL	8612 S BROWN SCHOOL RD	2025	82.12	198.83	July 14, 2025
B02 01103 0011	31850	TR COL	8341 SAGRAVES DR	2025	27.64	27.64	July 14, 2025
B02 01202 0052	31850	TR COL	4359 LITTLE YORK RD	2025	82.12	82.12	July 14, 2025
B02 01203 0004	31850	TR COL	7609 N DIXIE DR	2025	60.61	116.71	
B02 01203 0050	31850	TR COL	3085 STOP EIGHT RD	2025	82.12	136.60	July 14, 2025
B02 01203 0082	31850	TR COL	6201 MILLER LN	2025	82.12	198.83	July 14, 2025
B02 01204 0021	31850	TR COL	6921 HOMESTRETCH RD	2025	82.12	159.73	July 14, 2025
B02 01204 0027	31850	TR COL	6837 HOMESTRETCH RD	2025	82.12	198.83	July 14, 2025
B02 01204 0028	31850	TR COL	6827 HOMESTRETCH RD	2025	61.59	61.59	July 14, 2025
B02 01204 0036	31850	TR COL	6812 HOMESTRETCH RD	2025	60.61	116.71	
B02 01205 0029	31850	TR COL	6325 SHADY KNOLL DR	2025	82.12	198.83	July 14, 2025
B02 01206 0008	31850	TR COL	6070 VOLKMAN DR	2025	82.12	257.48	July 14, 2025
B02 01216 0002	31850	TR COL	6208 MILLER LN	2025	82.12	198.83	July 14, 2025
B02 01216 0003	31850	TR COL	6212 MILLER LN	2025	60.61	116.71	
B02 01217 0009	31850	TR COL	3200 BENCHWOOD RD	2025	56.10	56.10	
B02 01320 0003	31850	TR COL	267 SHADOWOOD LN	2025	17.00		
B02 01405 0025	31850	TR COL	882 MARIDON CT	2025	20.81	49.71	July 14, 2025
B02 01413 0012	31850	TR COL	785 DEERHURST DR	2025	82.12	198.83	July 14, 2025
B02 01422 0004	31850	TR COL	2326 CHEVIOT HILLS LN	2025	82.12	198.83	July 14, 2025
B02 50624 0006	31850	TR COL	92 VAN LAKE DR E	2025	136.26	136.26	
					3,126.68	5,008.95	
				NEW	2,389.97	4,274.05	

SCHEDULE 1

EXHIBIT B		ORDINANCE NO.	
		YEAR	YEAR TO DATE
B02 00104 0047	31850	2025	\$ 34.64
B02 00117 0013	31850	2025	\$ 19.38
B02 00124 0038	31850	2025	\$ 54.22
B02 00125 0012	31850	2025	\$ 12.98
B02 00126 0016	31850	2025	\$ 7.57
B02 00203 0019	31850	2025	\$ 39.37
B02 00213 0002	31850	2025	\$ 48.20
B02 00411 0028	31850	2025	\$ 63.94
B02 00415 0029	31850	2025	\$ 101.84
B02 00503 0001	31850	2025	\$ 114.58
B02 00506 0001	31850	2025	\$ 181.36
B02 00705 0009	31850	2025	\$ 808.78
B02 00706 0005	31850	2025	\$ 102.65
B02 00712 0017	31850	2025	\$ 198.83
B02 00919 0021	31850	2025	\$ 36.12
B02 01014 0002	31850	2025	\$ 123.18
B02 01015 0001	31850	2025	\$ 159.73
B02 01102 0008	31850	2025	\$ 198.83
B02 01103 0011	31850	2025	\$ 27.64
B02 01202 0052	31850	2025	\$ 82.12
B02 01203 0050	31850	2025	\$ 136.60
B02 01203 0082	31850	2025	\$ 198.83
B02 01204 0021	31850	2025	\$ 159.73
B02 01204 0027	31850	2025	\$ 198.83
B02 01204 0028	31850	2025	\$ 61.59
B02 01205 0029	31850	2025	\$ 198.83
B02 01206 0008	31850	2025	\$ 257.48
B02 01216 0002	31850	2025	\$ 198.83
B02 01405 0025	31850	2025	\$ 49.71
B02 01413 0012	31850	2025	\$ 198.83
B02 01422 0004	31850	2025	\$ 198.83
		TOTAL	\$ 4,274.05

EXHIBIT C				ORDINANCE NO.			
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGE	YEAR TO DATE	CURRENT CHARGES DUE
B02 00124 0038	31100	DS & W	874 BRISTOL DR	2025	578.56	578.56	July 14, 2025
B02 00104 0047	31100	DS & W	274 W NATIONAL RD #1	2025	250.42	250.42	July 14, 2025
B02 00104 0075	31100	DS & W	55 ELVA CT	2025	468.96	2,341.65	July 14, 2025
B02 00105 0008	31100	DS & W	114 SKYVIEW DR	2025	155.62	155.62	
B02 00111 0007	31100	DS & W	408 CIRCLEVIEW	2025	333.05	333.05	
B02 00114 0008	31100	DS & W	314 N DIXIE DR	2025	190.45	190.45	July 14, 2025
B02 00117 0013	31100	DS & W		13 2025	269.69	269.69	July 14, 2025
B02 00125 0012	31100	DS & W	814 ROXANA DR	2025	51.35	51.35	July 14, 2025
B02 00125 0024	31100	DS & W	843 DONORA DR	2025	39.83	39.83	
B02 00126 0016	31100	DS & W	851 DONORA DR	2025	23.52	23.52	July 14, 2025
B02 00128 0031	31100	DS & W	830 NATIONAL RD E	2025	52.57	52.57	
B02 00201 0052	31100	DS & W	622 POOL AVE	2025	1,649.75	3,114.96	July 14, 2025
B02 00203 0019	31100	DS & W	117 DELLSING DR	2025	142.83	142.83	July 14, 2025
B02 00204 0003	31100	DS & W	103 HELKE RD	2025	55.70	55.70	
B02 00205 0020	31100	DS & W	533 KOCH AVE	2025	241.12	446.14	
B02 00205 0038	31100	DS & W	220 HELKE RD	2025	72.08	72.08	
B02 00205 0039	31100	DS & W	214 HELKE RD	2025	220.76	220.76	
B02 00213 0002	31100	DS & W	524 GABRIEL ST	2025	162.38	162.38	July 14, 2025
B02 00309 0031	31100	DS & W	704 PAULA ST	2025	58.63	58.63	
B02 00312 0026	31100	DS & W	437 GOLDLEAF AVE	2025	65.13	65.13	July 14, 2025
B02 00315 0007	31100	DS & W	36 N BROWN SCHOOL RD	2025	50.98	50.98	
B02 00411 0028	31100	DS & W	110 MOUNTAIN DR	2025	270.29	270.29	July 14, 2025
B02 00415 0029	31100	DS & W	861 KENBROOK DR	2025	393.75	393.75	July 14, 2025
B02 00501 0001	31100	DS & W	50 HALIFAX DR	2025	54.24	54.24	
B02 00501 0001	31100	DS & W	48 HALIFAX DR	2025	54.24	54.24	
B02 00502 0017	31100	DS & W	1103 ROBINETTE AVE	2025	309.88	454.97	
B02 00503 0001	31100	DS & W	1155 E NATIONAL RD	2025	182.94	506.09	July 14, 2025
B02 00506 0001	31100	DS & W	848 POOL AVE	2025	155.43	155.43	July 14, 2025
B02 00705 0009	31100	DS & W	1006 STONEYSPRINGS RD	2025	8,090.02	21,438.62	July 14, 2025
B02 00706 0005	31100	DS & W	874 RANDLER AVE	2025	677.29	677.29	July 14, 2025
B02 00807 0001	31100	DS & W	538 BROWN SCHOOL RD	2025	85.69	85.69	
B02 00919 0031	31100	DS & W	1213 BAILEY AVE	2025	112.17	112.17	July 14, 2025
B02 01021 0002	31100	DS & W	400 E NATIONAL RD	2025	939.72	939.72	
B02 01103 0011	31100	DS & W	8341 SAGRAVES DR	2025	50.90	50.90	July 14, 2025
B02 01405 0025	31100	DS & W	882 MARIDON CT	2025	64.66	165.30	July 14, 2025
B02 50624 0006	31100	DS & W	92 VAN LAKE DR E	2025	564.02	564.02	
					16,309.64	33,770.04	
				NEW	13,850.49	30,960.78	

SCHEDULE 1

EXHIBIT C		ORDINANCE NO.	
PARCEL ID	PROJECT NO.	YEAR	YEAR TO DATE
B02 00124 0038	31100	2025	\$ 578.56
B02 00104 0047	31100	2025	\$ 250.42
B02 00104 0075	31100	2025	\$ 2,341.65
B02 00114 0008	31100	2025	\$ 190.45
B02 00117 0013	31100	2025	\$ 269.69
B02 00125 0012	31100	2025	\$ 51.35
B02 00126 0016	31100	2025	\$ 23.52
B02 00201 0052	31100	2025	\$ 3,114.96
B02 00203 0019	31100	2025	\$ 142.83
B02 00213 0002	31100	2025	\$ 162.38
B02 00312 0026	31100	2025	\$ 65.13
B02 00411 0028	31100	2025	\$ 270.29
B02 00415 0029	31100	2025	\$ 393.75
B02 00503 0001	31100	2025	\$ 506.09
B02 00506 0001	31100	2025	\$ 155.43
B02 00705 0009	31100	2025	\$ 21,438.62
B02 00706 0005	31100	2025	\$ 677.29
B02 00919 0031	31100	2025	\$ 112.17
B02 01103 0011	31100	2025	\$ 50.90
B02 01405 0025	31100	2025	\$ 165.30
		TOTAL	\$ 30,960.78

EXHIBIT D	PROJECT NO.	YEAR	CURRENT CHARGES
B02 00201 0006	31500	2025	\$150.00
B02 00123 0021	31500	2025	\$600.00
B02 00205 0022	31500	2025	\$600.00
B02 00117 0018	31500	2025	\$600.00
B02 01202 0037	31500	2025	\$200.00
B02 00905 0023	31500	2025	\$165.00
TOTAL WEEDCUTTING			\$2,315.00

SCHEDULE 1

EXHIBIT D	PROJECT NO.	YEAR	CURRENT CHARGES
B02 00201 0006	31500	2025	\$150.00
B02 00123 0021	31500	2025	\$600.00
B02 00205 0022	31500	2025	\$600.00
B02 00117 0018	31500	2025	\$600.00
B02 01202 0037	31500	2025	\$200.00
B02 00905 0023	31500	2025	\$165.00
TOTAL WEEDCUTTING			\$2,315.00



Memorandum

To: Mr. Kurt Althouse, City Manager
From: Mrs. Angela Swartz, Deputy Clerk of Council
Date: July 15, 2025
Re: **Boards and Commissions – Appointment**

Attached for Council's review you will find an application for appointment to the Vandalia Planning Commission.

Paula Rohn has submitted an application requesting to be appointed to the Vandalia Planning Commission.

There is currently one vacancy on the Vandalia Planning Commission.

After Council reviews said application during the Monday, July 21, 2025, Study Session and meets the candidate, if Council desires, we will include the appointment as an Action Item at the Council Meeting on August 18, 2025, with an Oath of Office to the Planning Commission.

Angela Swartz

From: DoNotReply@agilehr.com
Sent: Thursday, May 29, 2025 5:38 PM
To: Angela Swartz
Subject: A new candidate has applied for the **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** position at the Municipal Building location.

New Candidate Applied!

New candidate **Paula Rohn** has applied for the **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** position. The **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** job has a requisition id of **79723** in your applicant tracking system.

[Please login to view the candidate information.](#)

Unmonitored Inbox

Unfortunately, this email is an automated notification, which is unable to receive replies. We're happy to help you with any questions or concerns you may have, but you will need to contact us directly.

Boards Commission Application

Please take your time to fill out all areas of the application. Be as complete and accurate as possible. If there is a question you are unsure of, leave it blank. If you are notified that a field is required, please complete it to the best of your knowledge before submitting it.

City of Vandalia - BOARDS AND COMMISSIONS APPLICATION

If interested in more than one board, please number in order of preference.

Committee	Preference	Committee	Preference
Bicycle Committee		Golf Advisory Board	1
Local Board of Tax Appeals	1	Housing Code Board of Appeals	1
Board of Zoning Appeals *	1	Parks & Recreation Advisory Board	
Civil Service Commission *	1 1	Planning Commission *	1
Community Reinvestment Area Housing Council	1 1	Vandalia Development Corporation	1
Art Council			

* PLEASE NOTE: Appointment to these City boards & commissions are sworn positions that require you to take an Oath of Office

Personal Information

First Name *	Middle Name	Last Name *
Paula	Jo	Rohn
Mailing Address *		Apt. #
853 Kenbrook Dr		
City *	State *	Zip Code *
vandalia	Ohio	45377
Email Address	Home Phone	Business Phone
pigibbs21@gmail.com	+19379015565	+19379015565

Why do you wish to be considered for this position?

Like to know what's going on in my city and how I can help.

Briefly state any specific background or qualifications you may have that would enhance your service on this board/commission/committee.

I have been on a HOA committee for over 10 years which deals with the upkeep of the community where we lived. I am involved with Sister Cities and help with their annual events. I have over seen, organized and promoted many craft shows. I have been a resident in Vandalia for over 45 years. I own 2 businesses in this town and would like to help keep this community thriving.

Please list any past volunteer roles in schools, service clubs, and/or other civic organizations.

I coached soccer, baseball, softball and basketball. I was on the Chamber of Commerce Board for many years. I am currently the VP of the Butler Alumni Association and Secretary of the Sister Cities of Vandalia. I organized the Butler Craft Show for the Butler Athletic Dept.

How do you view your role as an active member of the board/commission or committee?

I think I would bring ideals and help to the committee.

Do you know the scheduled meeting dates and times of the board/commission/committee?

No

Are you willing to make the commitment to be a regular attending member?

Yes

Do you wish your application to be kept on file for future vacancies?

Yes

Signature

IF YOU WISH, PLEASE ATTACH YOUR RESUME. Please Sign to Acknowledge

This document was signed by **Paula Jo Rohn**
on **05/29/2025 21:36:51 (UTC)**

Revised: July 15, 2025

PLANNING COMMISSION

VACANT As of 06/30/25		David Arnold 462 Meadowview Ct. Vandalia, Ohio 45377 dave.arnold@woh.rr.com Home: 937-898-8897 Appointed 7/18/22	06/30/28
Kristin Cox 751 Cassel Creek Vandalia, OH 45377 Cell: (937) 307-0469 kcox.oh@gmail.com Appointed: 12/02/19 Reappointed 6/20/22	06/30/28	Lucious Plant 2330 Cheviot Hills Lane Vandalia, OH 45377 937-454-1607 Luciousplant@gmail.com Appointed 07/17/23	06/30/26
Robert Hussong 126 Inverness Avenue Vandalia, OH 45377 Home: (937) 454-5371 Business: (937) 626-2852 pastorhussong@gmail.com Appointed 7/7/25	06/30/28	Staff Representative Mike Hammes (937) 415-2301	

Members are sworn

Term: 3 years

Meetings held second and fourth Tuesday of each month at 6:00 p.m.

*The Planning Commission was created by Ordinance # 86-13

Memorandum

To: Mr. Kurt Althouse, City Manager
From: Mrs. Angela Swartz, Deputy Clerk of Council
Date: July 15, 2025
Re: **Boards and Commissions – Appointment**

Attached for Council's review you will find an application for appointment to the Vandalia Bicycle Committee.

Rodney Reeder has submitted an application requesting to be appointed to the Vandalia Bicycle Committee.

There is currently one vacancy on the Vandalia Bicycle Committee, which if appointed, Mr. Reeder will fill the term of Ed Shoemaker.

After Council reviews said application during the Monday, July 21, 2025, Study Session and meets the candidate, if Council desires, we will include the appointment as an Action Item at the Council Meeting on August 18, 2025.

UBike

Angela Swartz

From: DoNotReply@agilehr.com
Sent: Monday, May 19, 2025 10:09 AM
To: Angela Swartz
Subject: A new candidate has applied for the **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** position at the Municipal Building location.

New Candidate Applied!



New candidate **Rodney Reeder** has applied for the **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** position. The **BOARDS AND COMMISSIONS VOLUNTEERS (Residency Required)** job has a requisition id of **79723** in your applicant tracking system.

[Please login to view the candidate information.](#)

Unmonitored Inbox

Unfortunately, this email is an automated notification, which is unable to receive replies. We're happy to help you with any questions or concerns you may have, but you will need to contact us directly.

Boards Commission Application

Please take your time to fill out all areas of the application. Be as complete and accurate as possible. If there is a question you are unsure of, leave it blank. If you are notified that a field is required, please complete it to the best of your knowledge before submitting it.

City of Vandalia - BOARDS AND COMMISSIONS APPLICATION

If interested in more than one board, please number in order of preference.

Committee	Preference	Committee	Preference
Bicycle Committee		Golf Advisory Board	
Local Board of Tax Appeals		Housing Code Board of Appeals	
Board of Zoning Appeals *		Parks & Recreation Advisory Board	
Civil Service Commission *		Planning Commission *	
Community Reinvestment Area Housing Council		Vandalia Development Corporation	
Art Council			

* PLEASE NOTE: Appointment to these City boards & commissions are sworn positions that require you to take an Oath of Office

Personal Information

First Name *	Middle Name	Last Name *
Rodney	Allen	Reeder

Mailing Address *	Apt. #
30 Larry Ave.	

City *	State *	Zip Code *
Vandalia	Ohio	45377

Email Address	Home Phone	Business Phone
safetyrod@hotmail.com	9378907581	

Why do you wish to be considered for this position?

I have enjoyed the bike path and cycling in Vandalia for 45 yrs. I hope that I can be a thoughtful contributor to Vandalia bicycling community.

Briefly state any specific background or qualifications you may have that would enhance your service on this board/commission/committee.

Please list any past volunteer roles in schools, service clubs, and/or other civic organizations.

A very long time ago I lived in the Mad River twp. and was a volunteer fire and rescue EMT.

How do you view your role as an active member of the board/commission or committee?

Attend the meetings and try to contribute.

Do you know the scheduled meeting dates and times of the board/commission/committee?

Quarterly, 4pm at the city building.

Are you willing to make the commitment to be a regular attending member?

Yes, I am retired and believe I will be able to attend the meetings.

Do you wish your application to be kept on file for future vacancies?

Signature

IF YOU WISH, PLEASE ATTACH YOUR RESUME. Please Sign to Acknowledge

This document was signed by **Rodney A. Reeder**
on **05/19/2025 14:07:32 (UTC)**

Revised: July 15, 2025

BICYCLE COMMITTEE

Henry Hunter (Hal) 985 Cliffbrook Vandalia, OH 45377 937-898-5074 h6hunter@gmail.com <i>Reappointed 6/20/22</i>	06/30/28	VACANT – will fill term (Ed Shoemaker Passed Away Dec. 2024)	06/30/27
Chuck Smith 825 Olde Farm Court Vandalia, OH 45377 Home: 937-280-4288 Bus: 937-369-3423 bikeohio@gmail.com <i>Reappointed 6/20/22</i>	06/30/28	Mike Hammes City Planner Ext. 2301	

Term: 3 years
Not A Sworn Board

*The Bicycle Committee was created by Resolution 95-R-32

DEPARTMENTAL CORRESPONDENCE

TO: City Council

FROM: Kurt E. Althouse, City Manager

DATE: July 11, 2025



SUBJECT: Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement

This Agreement, authorized under Ohio Revised Code (ORC) 307.15 and 5502.26, is a proposed agreement among Montgomery County and its jurisdictions for countywide emergency preparedness, response, and mitigation efforts. Participating jurisdictions agree to annual per capita funding and shared responsibilities outlined in an emergency operations plan. The agreement establishes an Executive Committee and Technical Advisory Committee to guide policy and planning.

Montgomery County Office of Emergency Management is empowered to coordinate emergency activities and access federal and/or state aid on behalf of jurisdictions, including non-participating entities. The agreement is indefinite unless terminated or amended by majority action, and noncompliance can result in termination and reclassification as a nonparticipating jurisdiction. A resolution has already been authorized by the Montgomery County Board of Commissioners. Jurisdictions opting out must independently maintain emergency operations programs per ORC 5502.271.

This Agreement requires each participating jurisdiction to designate a representative, selected by the jurisdiction's chief executive, to serve on a countywide advisory group. This advisory group is responsible for appointing the Executive Committee, which oversees the implementation of countywide emergency management in accordance with ORC 5502.26. The City is responsible for selecting its representative to participate in the advisory group, and I would designate Fire Chief Chad Follick to be the city's representative on the countywide advisory group.

The City will need to formally enter into the Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement and it will be in full force and effect when no less than a majority of the Jurisdictions of Montgomery County and the County Commissioners of Montgomery County shall have subscribed to this agreement by adopting a like resolution or passing a like ordinance.

Vandalia's prorated annual fee for 2025 is \$1,825.08, and the annual fee for 2026 will be \$4,562.70, based on the rate of \$.30 per citizen, based on the 2020 Census for Montgomery County, Ohio.

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO

RESOLUTION 25-R-___

**A RESOLUTION APPROVING THE MONTGOMERY COUNTY JURISDICTIONAL
EMERGENCY MANAGEMENT INTERGOVERNMENTAL AGREEMENT**

WHEREAS, the City of Vandalia recognizes the importance of coordinated emergency management efforts in the event of disasters, acts of terrorism, or other large-scale emergencies; and

WHEREAS, the Montgomery County Office of Emergency Management (“MCOEM”) has prepared an updated Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement (the “Agreement”) to provide a uniform framework for emergency coordination in accordance with Sections 307.15 and 5502.26 of the Ohio Revised Code; and

WHEREAS, the Agreement outlines the responsibilities of participating jurisdictions and the MCOEM, establishes an Executive Committee for policy direction, and provides for financial participation based on per capita contributions; and

WHEREAS, it is necessary that the legislative authority of each participating municipality, in order to opt into the Agreement, formally approve the Agreement to ensure full participation and compliance with state law; and

WHEREAS, the City of Vandalia has reviewed the terms of the Agreement and determined it to be in the City’s best interest to adopt it.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. The City of Vandalia hereby approves the Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement as adopted by the Montgomery County Board of County Commissioners.

Section 2. The City Council appoints the City Manager to select a representative to participate in the countywide advisory group established under the Montgomery County Jurisdictional Emergency Management Intergovernmental Agreement, and the City Manager is hereby authorized to determine and appoint such a representative.

Section 3. It is found and determined that all formal actions of the City Council concerning and relating to the adoption of this this legislation were conducted in open meetings of this Council, and that all deliberations of this Council and of any of its committees resulting in such formal action were in meetings open to the public, in

compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This resolution shall become effective immediately upon its passage.

Passed this ____ day of July, 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Clerk of Council



To: Kurt E. Althouse, City Manager
From: Ben Borton, Director of Public Service
Date: July 15, 2025
Subject: Cost Sharing Agreement – DIA NE Logistics Access project – Construction

The Montgomery County Engineer's Office (MCEO) has applied for additional funding through the Ohio Department of Transportation's (ODOT) Transportation Review Advisory Council (TRAC) for the Construction phase of the DIA Northeast Logistics Access Project. This phase includes roadway and stormwater improvements to Lightner Rd, N Dixie Dr, and Northwoods Blvd, as well as the addition of a shared-use path extending from Inverness Ave to the western end of the improvements on Lightner Rd (near the Chewy facility). These enhancements are part of the broader regional "Ring Road" initiative, which aims to redirect truck traffic around the Dayton International Airport rather than through nearby communities. A map of the regional roadway improvements is attached.

TRAC can fund up to 80% of eligible project costs with federal dollars, requiring a 20% local match. Typically, the federal portion is paid upfront, and local jurisdictions contribute only their share of the match. MCEO and the City have previously agreed to divide the local match based on the percentage of roadway length within each jurisdiction. Under this agreement, the City's share is 30% of the 20% local match, or **6% of the total project cost**.

MCEO has already secured 80% TRAC funding for Preliminary Engineering, Detailed Design, and Right-of-Way acquisition phases. For the Construction phase, MCEO has requested \$17.6 million in TRAC funding toward a total estimated cost of \$22 million. The City's portion of the construction cost is approximately **\$1.32 million**.

I recommend that we enter into a new cost-sharing agreement with the MCEO to continue our partnership on this project. This is an excellent opportunity to leverage federal funds in support of a regionally significant infrastructure improvement that will provide long-term benefits to our community.



Infrastructure

Protect infrastructure by investing in roads, utilities & parks.



Fiscal Sustainability

Seize quality-of-life opportunities while maintaining fiscal practices.



Safe & Secure

Invest in traditional public safety and community outreach to meet needs.

COST-SHARING AGREEMENT

between

THE BOARD OF COUNTY COMMISSIONERS OF MONTGOMERY COUNTY, OHIO,
THE MONTGOMERY COUNTY ENGINEER,

and

CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO

relating to the

Dayton International Airport – NE Logistics Access Project

Construction Phase

for improvement of portions of

Lightner Road, North Dixie Drive, Northwoods Boulevard, and CR 25A

dated

June 2025

Dayton International Airport – NE Logistics Access Project

This Agreement is by and between the City of Vandalia, Ohio, 333 James E. Bohanan Drive, Vandalia, Ohio 45377 (the “City”) and the Board of County Commissioners of Montgomery County, Ohio, 451 W. Third Street, Dayton, Ohio 45422 (the “County”), through the Board’s project agent, the Montgomery County Engineer (the “Engineer”), and shall become effective as of the last date of approval by the County.

WHEREAS, the Dayton International Airport (DIA) Northeast Logistics Access Project (hereinafter “the Project”) will include roadway improvements from the eastern access drive to the Chewy site on Lightner Road, along Lightner Road to North Dixie Drive, along North Dixie Drive to Inverness Avenue, and along Northwoods Boulevard from North Dixie Drive to the western access drive to the Flying J Truckstop site, and is located within Butler Township and the City of Vandalia in Montgomery County, Ohio, and Monroe Township in Miami County, Ohio; and

WHEREAS, the Project contains sections of Lightner Road and North Dixie Drive that are designated as part of the Montgomery County Road system and are thus under the Board’s maintenance, care and control; and

WHEREAS, the Project contains sections of North Dixie Drive and Northwoods Boulevard that are within the City of Vandalia municipal corporation limits and are thus under the City’s maintenance, care, and control; and

WHEREAS, the Project will improve sections of Lightner Road and County Road 25A in Miami County, the local share cost of which will be borne by Montgomery County, and the maintenance, care and control of which will be governed by maintenance agreement(s) to be executed between Montgomery and Miami Counties; and

WHEREAS, the parties hereto agree that ongoing logistics development and increasing truck traffic within the Project area necessitate the roadway improvements described herein, and that the roadway improvements are needed to support future development while mitigating congestion and improving safety on the Project roadways; and

WHEREAS, the Project is expected to reduce travel times and increase travel reliability on the improved routes, promote Northwoods Boulevard as a primary interstate access point for logistics traffic, and decrease truck traffic volumes through the downtown area of the City of Vandalia; and

WHEREAS, the City, the County, and the Engineer recognize that a joint effort to fund the Dayton International Airport NE Logistics Access Project will benefit public convenience, safety, and welfare at significant cost and time savings to both jurisdictions; and

WHEREAS, the County and Engineer applied for and received federal funding for the Preliminary Engineering (PE) and Detailed Design (DD) phases of the Project through the Ohio Department of Transportation (ODOT) Transportation Review Advisory Council (TRAC). Federal funding for the PE and DD phases at eighty percent (80%) of approved design costs up to a federal funding limit of Eight Hundred Thousand and no/100 Dollars (\$800,000.00) for the PE phase and Eight Hundred Thousand and no/100 Dollars (\$800,000.00) for the DD phase were awarded by TRAC in 2021; and

WHEREAS, the County, Engineer, and City executed a Cost Sharing Agreement under Resolution No. 21-1234 on October 5, 2021, to fund the remaining twenty percent (20%) local share costs of the PE and DD phases, plus any amount exceeding the one million six hundred thousand dollar (\$1,600,000.00) total federal funding limit; and

WHEREAS, the County and Engineer applied for and received additional federal funding for the Detailed Design (DD) phase and federal funding for the Right of Way (RW) phase of the Project through TRAC. Additional federal funding was awarded for the DD phase at eighty percent (80%) of approved design costs in an amount of Two Hundred Thousand and no/100 Dollars (\$200,000.00), resulting in a revised federal funding limit of One Million and no/100 Dollars (\$1,000,000.00) for the DD phase. Federal funding for the RW phase at eighty percent (80%) of approved right of way costs up to a federal funding limit of One Million Eight Hundred Thousand and no/100 Dollars (\$1,800,000.00) was awarded in 2025.

WHEREAS, the County, Engineer, and City executed a Cost Sharing Agreement under Resolution No. 24-1502 on October 1, 2024, to fund the remaining twenty percent (20%) local share costs of the RW phase, plus any amount exceeding the one million eight hundred thousand dollar (\$1,800,000.00) total federal funding limit; and

WHEREAS, the parties hereto agree that the terms and conditions of this Agreement shall be binding upon and shall inure to the benefit of the City of Vandalia, the Board of County Commissioners of Montgomery County, Ohio, and the Montgomery County Engineer's Office, together with their elected officials, duly authorized employees, agents, successors and assigns.

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements set forth herein and with the execution of this Agreement, the City, the County and the Engineer agree to jointly finance the Construction phase of the Dayton International Airport NE Logistics Access Project, the limits of which are generally described herein, according to the following terms and conditions:

- I. **General.** Under the provisions of the previous Cost Sharing Agreements, the parties agreed to allocate the local agency (non-federally funded) preliminary engineering and detailed design costs such that seventy percent (70.0%) of the local share would be borne by the County and thirty percent (30.0%) of the local share would be borne by the City.

Under the provisions of the previous Cost Sharing Agreements, the parties agreed to allocate the local agency (non-federally funded) right of way acquisition consultant costs such that seventy percent (70.0%) of the local share would be borne by the County and thirty percent (30.0%) of the local share would be borne by the City.

Under the provisions of the previous Cost Sharing Agreements, the parties agreed to allocate the local agency (non-federally funded) real property acquisition, reimbursable utility relocation, and utility relocation tree clearing costs such that each agency would be responsible for the actual costs within their jurisdictions.

Construction phase costs are expected to include the Project construction contract and construction engineering costs. As under the previous Cost Sharing Agreements, the Engineer will remain the lead agency for the Project and will contract directly for all goods and services required to deliver the Project, except as otherwise provided herein. No credit for in-kind services performed by the City or the Engineer during the Construction phase will be considered.

- II. External Funding – Federal.** The County and Engineer have applied for federal funding through TRAC for the construction phase of the Project. If the application is successful, federal funding will be provided through TRAC at eighty percent (80%) of approved construction costs up to a maximum federal participation limit of Seventeen Million Six Hundred Thousand and no/100 Dollars (\$17,600,000.00), and at eighty percent (80%) of approved construction engineering costs up to a maximum federal participation limit of One Million Two Hundred Thirty Two Thousand and no/100 Dollars (\$1,232,000.00).

The County and Engineer have applied for federal funding through ODOT's Special Solicitation for construction of the shared use path (SUP) component of the Project separately. If the application is successful, federal funding will be provided for SUP construction and construction engineering costs at one hundred percent (100%) of the approved costs up to a maximum federal participation limit of Eight Hundred Thousand and no/100 Dollars (\$800,000.00).

Failure to secure the federal funding requested from TRAC for the Construction phase will result in termination of the Project.

If the federal funding limits listed above are insufficient to defray eighty percent (80%) of the total expected construction cost, additional state and/or federal funding for the Construction phase will be pursued. If the additional funding required to maintain an eighty percent (80%) external participation rate is unable to be secured, the City and County may agree in writing to increase their respective local shares to compensate for the shortfall. If either party is unwilling or unable to increase its local share of the construction cost, the project will be cancelled.

- III. Additional External Funding.** The County and Engineer intend to apply for state funding for the Construction phase of the Project through the Ohio Public Works Commission.

The City and the Engineer agree that either agency can jointly or individually attempt to secure additional funding for the Construction phase apart from TRAC and Special Solicitation federal funding and OPWC state funding. If additional external funding is obtained for the Construction phase, the funding shall be applied to the appropriate project costs prior to subdividing the remaining local share. The additional funding, whether in the form of grants or loans, shall be allocated between the City and Engineer in

accordance with the provisions of the external funding application(s) and the terms of the external funding agreement(s).

IV. Construction. After applying the available external federal and state funding described above, the City and the Engineer agree to allocate the local share of the construction costs as described below.

The City agrees to be responsible for all construction costs incurred for work completed within the City's municipal corporation limits. To the greatest extent practical, specific quantities for each construction pay item will be determined for the work to be performed in or attributable to each jurisdiction, and these quantities will be shown in the construction contract documents. For pay items for which lump sum payment is specified, construction costs will be allocated in accordance with the proportion of the work located within or attributable to each jurisdiction.

Prior to advertising the Project for bid, the Engineer will invoice the City for its entire local share of the anticipated construction contract amount based on the final Engineer's estimate. The City shall remit payment to the Engineer within 30 days of receipt of the Engineer's invoice.

After determining the lowest and best responsive bidder, the quantities of work attributable to each jurisdiction will be extended against the bid prices contracted with the successful low bidder, and a nominal total cost for each jurisdiction will be determined. The overall ratio of the City's and County's costs to the total Project cost, as designed and awarded, will be used to apportion the cost of each individual pay item on the Project.

Upon completion of the Construction phase, the actual final construction cost of the project will be determined based on the final pay items and quantities, and allocated to each jurisdiction based on the overall ratio of the City's and County's costs to the total Project cost as designed and awarded. Adjustment to the City's prepayment for the construction phase cost (either credit or debit) will be made, and the Engineer will invoice or refund the City for the final payment as described herein.

- V. Construction Engineering.** After applying the available external federal and state funding described above, the City and the Engineer agree to allocate the local share of the construction engineering costs as described below.

The Engineer agrees to procure construction administration services required for the Project from an ODOT-prequalified consulting engineering firm. Construction engineering costs for the Project shall include the construction administration consultant costs and material testing costs, but shall not include MCEO construction administration labor, office support labor, or field office rental costs.

The parties agree to allocate the local agency (non-federally funded) construction engineering costs based on the same ratio as used for the allocation of the construction costs described herein.

- VI. Final Payment.** Upon determination of the final Construction phase cost, the Engineer will establish a final adjustment to the amount prepaid by the City for the Construction phase (either credit or debit), and the Engineer will invoice the City for its net remaining Construction phase share. If the City's net remaining Construction phase cost shows a balance due, the final settlement payment shall be made by the City to the Engineer within 30 days of receipt of the final invoice. If the City's net remaining Construction phase cost shows a surplus, the Engineer will furnish a warrant payable to the City for the final settlement payment within 30 days of issuing the final invoice showing the credit balance.
- VII. Term.** The term of this Agreement shall commence on the date of execution by the County, and shall terminate 90 days after the final settlement payment is received.
- VIII. Modification, Severability, and Governing Law.** This Agreement constitutes the entire understanding between the parties and shall not be modified in any manner except by a written instrument executed by both parties.

This Agreement is governed by the laws of the State of Ohio. If any term or provision of this Agreement, or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to which it is held

invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

- IX. Signatures:** This Agreement shall be signed by the City and returned to the Engineer within thirty (30) days of receipt for final execution, or this Agreement may be cancelled and voided by the Engineer.

IN WITNESS WHEREOF, the parties hereto set their hands this _____ day of _____, 2025.

WITNESS:

**BOARD OF COUNTY COMMISSIONERS
MONTGOMERY COUNTY, OHIO**

Signature

By _____
Judy Dodge, President

Signature

By _____
Carolyn Rice

Signature

By _____
Mary A. McDonald

OR

Signature

By _____
Michael Colbert, Administrator

APPROVED AS TO FORM:
MATHIAS H. HECK, JR.
Prosecuting Attorney for Montgomery County, Ohio

By _____
Assistant Prosecuting Attorney

Date: _____

WITNESS:

CITY OF VANDALIA, OHIO

Signature

By _____
Signature

Printed Name _____

Title _____

APPROVED AS TO FORM:

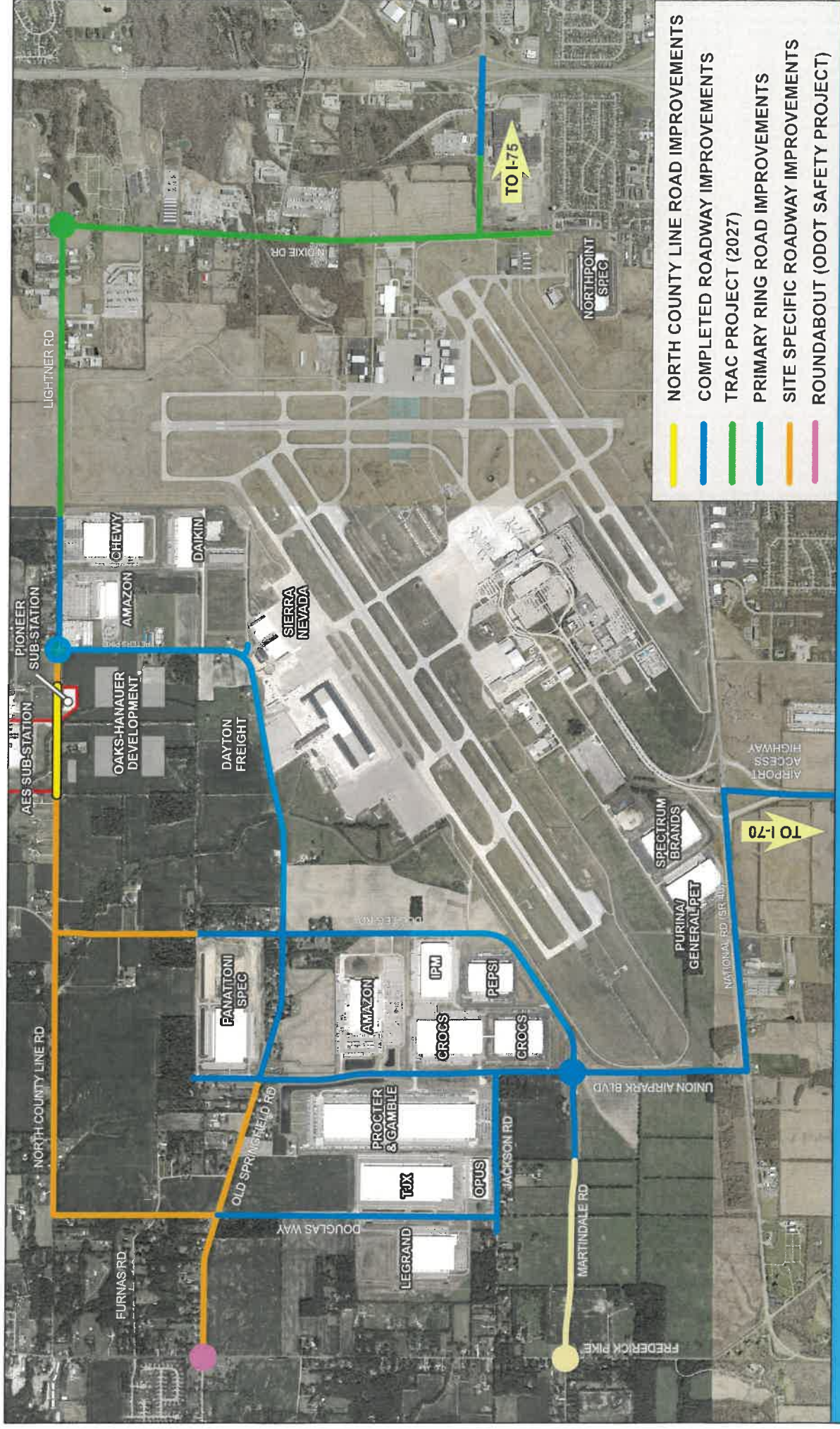
Law Director

Date: _____

CERTIFICATION OF FUNDS:

Finance Director

Date: _____



- NORTH COUNTY LINE ROAD IMPROVEMENTS
- COMPLETED ROADWAY IMPROVEMENTS
- TRAC PROJECT (2027)
- PRIMARY RING ROAD IMPROVEMENTS
- SITE SPECIFIC ROADWAY IMPROVEMENTS
- ROUNDABOUT (ODOT SAFETY PROJECT)

INDUSTRIAL AIRPARK IMPROVEMENTS



To: Kurt E. Althouse, City Manager
From: Ben Borton, Director of Public Service
Date: July 16, 2025
Subject: Sanitary Sewer Use Ordinance Update

As part of a routine permit review by the Ohio Environmental Protection Agency (OEPA), updates to our Sewer Use Ordinance (Chapter 1044 – Sewers Generally) are required to align with state regulations and current permits through the Tri-Cities North Regional Wastewater Authority (TCA). Similar updates are being made by our TCA partners, Tipp City and Huber Heights. Most changes focus on enhancing and better documenting our industrial pre-treatment standards, including testing, reporting, and inspections. The attached document highlights the final revisions.

I recommend adopting this ordinance to maintain compliance with our wastewater permits.



Infrastructure
Protect infrastructure by investing in roads, utilities & parks.



Safe & Secure
Invest in traditional public safety and community outreach to meet needs.

1044.01 DEFINITIONS.

All terms not defined herein shall be defined as have meaning as set for the in title 40 of the United States Code of Federal Regulations. Unless the context specifically indicates otherwise, as used in this chapter:

(a) "Act" or "the Act." The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. section 1251 et seq.

(b) "Ammonia nitrogen" means the measure of the ammonia form of nitrogen in a sample in accordance with procedures set forth in 40 CFR 136.

(c) "Best Management Practices (BMPs)" means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to implement the prohibitions listed in the Ohio Administrative Code 3745-3-04. "BMPs" also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.

(d) "BOD" (denoting biochemical oxygen demand) means the measure of the oxygen equivalent of that portion of the organic matter in a sample that is susceptible to chemical oxidation, in accordance with procedures set forth in 40 CFR 136.

(e) "Categorical Pretreatment Standard or Categorical Standard" means any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471

(f) "Charges" are specifically defined as follows:

(1) "Debt service charge" means the amount to be paid each billing period for payment of interest, principal and coverage of outstanding indebtedness.

(2) "Replacement" means expenditures for obtaining and installing equipment, accessories or appurtenances which are necessary during the useful life of the treatment works to maintain the capacity and performance for which such works were designed and constructed.

(3) "Sewer fund" means the principal accounting designation for all revenues received in the operation of the sewerage system.

(4) "Surcharge" means the assessment, in addition to the basic user charge and debt service charge, which is levied on those persons whose wastes are greater in strength than the concentration values established in Section [1044.06](#).

(5) "Useful life" means the estimated period during which the collection system and/or treatment works will be operated.

(6) "User charge" means that amount, paid by each consumer connected to the sanitary sewerage system, proportionate to the service provided. It shall be a charge levied on users of the treatment works to cover the cost of operation, maintenance and replacement.

(7) "Wastewater service charge" means the charge per quarter or month levied on all users of the wastewater facilities. The service charge shall be computed as outlined in Section [1044.06](#).

(g) "City Engineer" means the City Engineer of the City of Vandalia.

(h) "District" means the Tri-Cities North Regional Wastewater Authority.

(i) "Garbage" means solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce, excluding paper products.

(j) "Indirect Discharge or Discharge" means the introduction of pollutants into the POTW from any nondomestic source.

(k) "Industrial wastes" means liquid wastes from industrial manufacturing processes, as distinct from sanitary sewage or waste from commercial or institutional sources.

(l) "Inspector" means an individual employed by or representing the City whose duties include the issuance of appropriate permits and the performance of inspections under this chapter.

(m) "Interference" means a discharge that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the City's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

(n) "National Pretreatment Standards or Standards" means. Pretreatment Standards shall mean prohibited discharge standards, categorical Pretreatment Standards, and Local Limits.

(o) "Natural outlet" means any outlet, including the outlet of storm sewers, into a watercourse, pond, ditch, lake or other body of surface or ground water, which outlet does not require an NPDES discharge permit.

(p) "New source" means any building, structure, facility or installation from which there is or may be a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under Section 307(c) of the Act, which will be applicable to such source if such standards are thereafter promulgated in accordance with that section, provided that:

(1) The building, structure, facility or installation is constructed at a site at which no other source is located;

(2) The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or

(3) The production or wastewater generating process of the building, structure, facility or installation is substantially independent of an existing source at the same site.

(q) "Normal domestic sewage" means the spent water of a community, which may be a combination of the liquid and water-carried wastes from residences and from sanitary conveniences from commercial buildings, industrial plants and institutions, together with any ground water, surface water and storm water that may be present.

(r) "NPDES permit" means any permit or equivalent document or requirement issued to regulate the discharge of pollutants pursuant to Section 402 of the Federal Water Pollution Control Act, as amended.

(s) "Operation, maintenance and replacement" (OM&R) means all costs, direct and indirect (other than debt service), necessary to ensure adequate wastewater treatment on a continuing basis, conforming with related Federal, State and local requirements, and ensuring optional long-term facilities management. These costs include administration and replacement as defined in subsection (c) hereof.

(t) "Pass Through" means a discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of [the City's] NPDES permit, including an increase in the magnitude or duration of a violation.

(u) "Person" means any individual, firm, company, association, society, corporation or group.

(v) "pH" means the logarithm of the reciprocal of the hydrogen ion concentration in moles per liter.

(w) "Pollutant" is defined as follows:

(1) "Compatible pollutant" means chemical oxygen demand, biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants if the publicly owned treatment works was designed to treat such pollutants and, in fact, does remove such pollutants to a substantial degree. Examples of such additional pollutants may include:

- A. Total organic carbon;
- B. Phosphorus and phosphorus compounds;
- C. Nitrogen and nitrogen compounds; and
- D. Fats, oils and greases of animal or vegetable origin, except as otherwise prohibited.

(2) "Incompatible pollutant" means any pollutant which is not a compatible pollutant.

(x) "Pretreatment Requirements" means any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.

(y) "Properly shredded garbage" means wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch (1.27 centimeters) in any dimension.

(z) "Publicly Owned Treatment Works" or "POTW." means treatment works, as defined by section 212 of the Act (33 U.S.C. section 1292), which is owned by the City or District. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant.

(aa) "Sewage" means a combination of water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such ground water, surface and storm water that may be present, but excluding major industrial process wastes.

(bb) "Sewage treatment plant" means any arrangement of devices and structures used for treating sewage, and the North Regional Wastewater Treatment Plant of the District.

(cc) "Sewage works" means all facilities for collecting, pumping, treating and disposing of sewage.

(dd) "Sewer types and appurtenances" are defined as follows:

(1) "Building drain" means that part of the lowest piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer or other approved point of discharge, beginning five feet (1.5 meters) outside the interface of the building wall.

(2) "Building sewer" means the extension from the building drain to the public sewer or other place of disposal.

(3) "Combined sewer" means a sewer which is designed and intended to receive wastewater and storm, surface and ground water drainage.

(4) "Public sewer" means a sewer provided by or subject to the jurisdiction of the City or other public agency. It includes sewers within or outside the City boundaries that serve one or more persons and ultimately discharge into the sanitary sewerage system, even though such sewers may not have been constructed with City funds.

(5) "Sanitary sewer" means a sewer that conveys sewage or industrial wastes, or a combination of both, and into which storm, surface and ground waters or unpolluted industrial wastes are not intentionally admitted.

(6) "Sewer" means a pipe or conduit for conveying sewage or any other waste liquids, including storm, surface and ground water drainage.

(7) "Storm sewer" means a sewer that carries storm, surface and ground water drainage, but excludes sewage and industrial wastes, other than unpolluted cooling water.

(8) "Storm water run-off" means that portion of the precipitation that is drained into the sewers.

(ee) "Shall" is mandatory; "may" is permissive.

- (ff) "Significant noncompliance" meaning is provided in paragraphs (1) through (9) of this section:

(1) Chronic violations of wastewater discharge limits, defined here as those in which 66% or more of all of the measurements taken for the same pollutant parameter at any permitted monitoring point during a six-month period exceed (by any magnitude) a numeric pretreatment standard or requirement, including instantaneous limits.

(2) Technical Review Criteria (TRC) violations, defined here as those in which 33% or more of all of the measurements taken for the same pollutant parameter at any permitted monitoring point during a six-month period equal or exceed the product of the numeric pretreatment standard or requirement including instantaneous limits, multiplied by the applicable TRC (TRC-1.4 for BOD, TSS, fats, oil and grease, and 1.2 for all other pollutants except pH);

(3) Any other violation of a pretreatment standard or requirement as defined by paragraph (N) of rule O.C.3. 745-3-01 of the Ohio administrative Code (daily maximum or longer term average, instantaneous limit, or narrative standard) that the POTW determines has caused, alone or in combination with other discharges, interference or pass through (including endangering the health of POTW personnel or the general public);

(4) Any discharge of a pollutant that has caused imminent endangerment to human health or welfare or to the environment or has resulted in the POTW's exercise of emergency authority to halt or prevent such a discharge;

(5) Failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in an industrial user permit or enforcement order for starting construction, completing construction, or attaining final compliance;

(6) Failure to provide, within 45 days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules, or any other reports required by the POTW;

(7) Failure to accurately report noncompliance; or

(8) Any other violation or group of violations including a violation of BMP's that the POTW determines adversely affects the operation or implementation of the local pretreatment program.

(9) The term "Significant noncompliance" shall be applicable to all Significant Industrial Users (or and other Industrial User that violates paragraphs (3), (4) or (8) or this definition).

- (gg) "Slug load" is a discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge that has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's (Publicly Owned Treatment Works) regulations, local limits or permit conditions.
- (hh) "Suspended solids" means solids that either float on the surface of, or are suspended in, water, sewage or other liquids, and which are removable by laboratory filtering, in accordance with 40 CFR 136.
- (ii) "User" means a person using the services of the sewage works in one of the following categories:
 - (1) "Commercial user" means a user engaged in the purchase or sale of goods, the transaction of business or otherwise rendering a service.
 - (2) "Government user" means a municipality or governmental subdivision or agency existing under Federal or State statute.
 - (3) "Industrial user" means a user engaged in a manufacturing or processing activity that discharges a trade or process wastewater as a result of such activity. All industrial users shall promptly notify the City in advance of any substantial changes in the volume or character of pollutants in their discharge, including the listed or characteristic hazardous wastes for which the industrial user has submitted initial notification under 40 CFR 403.12(p).

The City may, with the approval of the subdistrict, at any time, on its own initiative or in response to a petition received from an industrial user, determine that a noncategorical industrial user is not a significant industrial user if the industrial user has no reasonable potential to adversely affect the POTW's operation or to violate any pretreatment standard or requirement.
 - (4) "Institutional user" means a user involved primarily in social, charitable, religious, educational or other special purpose activity.
 - (5) "Residential user" means a user whose premises are used primarily as a domicile for one or more persons and whose wastes originate from normal living activities.
 - (6) "Significant industrial user" means:
 - A. All industrial users subject to categorical pretreatment standards; and

B. Any other industrial user that discharges an average of 25,000 gallons per day or more of process wastewater to the POTW; contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or has a reasonable potential, in the opinion of the City Engineer, to adversely affect the POTW's operation or to violate any pretreatment standard or requirement.

(jj) "Watercourse" means a channel in which a flow of water occurs, either continuously or intermittently.

(Ord. 86-08. Passed 5-19-86; Ord. 91-07. Passed 3-18-91; Ord. 92-19. Passed 9-21-92; Ord. 05-09. Passed 3-21-05; Ord. 07-19. Passed 11-19-07; Ord. 09-07. Passed 5-4-09.)

1044.05 REGULATION OF DISCHARGES; PRETREATMENT; TESTS AND ANALYSES.

(a) No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof run-off, subsurface drainage, uncontaminated cooling water or unpolluted industrial process water to any sanitary sewer.

(b) Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the inspector. Industrial cooling water or unpolluted process water may be discharged, on approval of the inspector and upon the issuance of a NPDES permit, to a storm sewer or natural outlet.

(c) No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.

(d) No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

(1) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive material or volatile liquid;

(2) Any waters or wastes containing toxic or poisonous pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, create any hazard or toxic effect in the receiving waters of the sewage treatment plant or exceed the limitations set forth in the categorical pretreatment standards of the Act. A toxic pollutant shall include, but not be limited to, any pollutant identified pursuant to Section 307 (a) of the Act.

(3) Any waters or wastes having a pH lower than 6.0 S.U. (Standard Units) or greater than 9.0 S.U., unless otherwise permitted by the City, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the sewage works;

(4) Solid or viscous substances in such quantities or of such size as are capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewage works. Such substances include, but are not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, underground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders. Also included are any materials which, by reason of mixture or interaction, tend to cause obstruction or otherwise interfere with the operation of the sewage works.

(5) Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to, wastestreams with a closed cup flashpoint of less than 140 degrees Fahrenheit or sixty degrees Centigrade using the test method specified in 40 CFR 261.21;

(6) Pollutants which result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems.

(e) No person shall discharge or cause to be discharged the following described substances, materials, waters or wastes if it appears likely that such wastes can harm either the sewers, sewage treatment processes or equipment, have an adverse effect on the receiving stream, otherwise endanger life, limb or public property, or constitute a nuisance. In forming an opinion as to the acceptability of these wastes, consideration will be given to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, the nature of the sewage treatment process, the capacity of the sewage treatment plant, the degree of treatability of wastes in the sewage treatment plant and other pertinent factors.

Prohibited substances include:

(1) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (sixty-five degrees Centigrade), but in no case heat in amounts which will inhibit biological activity in the POTW, thus resulting in interference, or heat in such quantities that the temperature at the POTW treatment plant exceeds 104 degrees Fahrenheit (forty degrees Centigrade).

(2) Any water or waste containing fats, wax, grease or oils, whether emulsified or not, in excess of 100 mg/l, unless otherwise permitted by the City, or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees Fahrenheit (0 and 65 degrees Centigrade). Discharges of petroleum oil, nonbiodegradable cutting oil or

products of mineral oil origin are prohibited if discharged in amounts that can pass through or cause interference;

(3) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths horsepower (0.76 hp metric) or greater shall be subject to the review and approval of the City.

(4) Any waters or wastes containing acid iron pickling wastes, or concentrated plating solutions, whether neutralized or not, without prior approval by the City;

(5) Any waters or wastes containing iron, chromium, copper, zinc and similar objectionable or toxic substances, or wastes exerting an excessive chlorine requirement to such a degree that any such material received in the composite sewage at the sewage treatment works exceeds the limits established by the City for such materials;

(6) Any waters or wastes containing phenols or other taste or odor-producing substances, in such concentrations exceeding limits which may be established by the City as necessary, after treatment of the composite sewage, to meet the requirements of the State, Federal or other public agencies of jurisdiction for such discharge to the receiving waters;

(7) Any radioactive wastes or isotopes of such a half-life or concentration as may exceed established limits in compliance with applicable State or Federal regulations;

(8) Materials which exert or cause:

A. Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate);

B. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions);

C. Unusual BOD, chemical oxygen demand or chlorine requirements in such quantities as to constitute a significant load on the sewage treatment works; or

D. Unusual volumes of flow or concentration of wastes constituting slugs;

(9) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or which are amenable to treatment only to such a degree that the sewage

treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters; or

(10) Any wastewater that causes the receiving plant to violate the conditions of its NPDES permit.

(f) If any waters or wastes are discharged, or are proposed to be discharged, to the public sewers, which waters or wastes contain the substances or possess the characteristics enumerated in this section, and which waters or wastes may have a deleterious effect upon the sewage works, processes, equipment or receiving waters, or otherwise create a hazard to life or constitute a public nuisance, the City may:

(1) Reject the wastes;

(2) Require pretreatment to an acceptable condition for discharge to the public sewers;

(3) Require control over the quantities and rates of discharge; and/or

(4) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under Section [1044.06](#).

If the City permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the City and to the requirements of all applicable codes, ordinances and laws.

(g) Grease, oil and sand interceptors shall be provided when they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand or other harmful ingredients. However, such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the County/City and shall be located as to be readily and easily accessible for cleaning and inspection.

(h) Where preliminary treatment or flow-equalizing facilities are provided for waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his or her expense.

(i) When required by the City, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole, together with such meters and other appurtenances in the building sewer as are necessary to facilitate observation, sampling and measurement of the wastes. Such manhole, when required, shall be accessibly and safely located and shall be constructed in accordance with plans approved by the City. The manhole shall be installed by the owner at his or her expense and shall be maintained by him or her so as to be safe and accessible at all times.

(j) All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this chapter shall be determined in accordance with 40 CFR, Part 136, and shall be determined at the control manhole provided or upon suitable samples taken at such control manhole. If no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer from the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the sewage works and to determine the existence of hazards to life, limb and property.

(1) Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.

(2) The user must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the POTW. Where time-proportional composite sampling or grab sampling is authorized by the City, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 C.F.R. Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the City as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.

(3) Samples for oil and grease, temperatures, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

(4) For sampling required in support of baseline monitoring and 90-day compliance reports, a minimum of four grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the POTW may authorize a lower minimum. For these reports, the user is required to collect the number of grab samples necessary to assess and assure compliance with applicable pretreatment standards and requirements.

(k) No statement contained in this section shall be construed as preventing any special agreement or arrangement between the City and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the City for treatment, subject to payment of a surcharge based on the strength and

character of the waste, provided that such payment is in accordance with Federal and State guidelines for user charge systems and industrial cost recovery systems. No agreement shall be made which violates any State or Federal standard or requirements, including categorical pretreatment standards.

(l) The City may reject any industrial waste which may not be compatible with the treatment process or the sewage works. Further, the City may require pretreatment of industrial wastes if deemed necessary, and may impose a surcharge commensurate with any added difficulty or added direct cost associated with an industrial waste.

(m) No industrial user shall ever increase the use of process water, or in any other way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a pretreatment standard or requirement. This subsection shall not prohibit the use of equalization tanks utilized to regulate flows.

(n) National categorical pretreatment standards, as promulgated by the United States Environmental Protection Agency (USEPA) pursuant to the Act, shall be met by all industrial users who or which are subject to such standards.

(o) State requirements and limitations on discharges to the POTW shall be met by all dischargers who or which are subject to those standards in any instance in which such standards are more stringent than Federal requirements and limitations, the requirements of this chapter or the requirements of any other applicable ordinance.

(p) No discharger shall discharge or cause to be discharged into the sewer water any pollutants in concentrations above those specifically permitted in a wastewater discharge permit issued by the City. Discharge permits shall impose maximum discharge concentration limits or mass-based limits where appropriate and except as allowed in [1044.05\(o\)\(1\)](#) through (8) below. In the absence of such specific wastewater discharge permit conditions, no person shall discharge wastewater containing pollutants in excess of the limits specified in the subdistrict's approved and amended pretreatment program for the North Regional Wastewater Treatment Plant. A list of such limitations shall be provided by the City, upon request.

(1) When the limits in a categorical pretreatment standard are expressed only in terms of mass of pollutant per unit of production, the POTW may convert the limits to equivalent limitations expressed either as mass of pollutant discharged per day or effluent concentration for purposes of calculating effluent limitations applicable to individual industrial users.

(2) When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the POTW shall impose an alternate limit in accordance with 40 C.F.R. 403.6(e).

(3) A categorical industrial user may obtain a net/gross adjustment to a categorical pretreatment standard in accordance with the following paragraphs of this section.

A. Categorical pretreatment standards may be adjusted to reflect the presence of pollutants in the Industrial User's intake water in accordance with this section. Any industrial user wishing to obtain credit for intake pollutants must make application to the POTW. Upon request of the industrial user, the applicable standard will be calculated on a "net" basis (meaning, adjusted to reflect credit for pollutants in the intake water) if the following requirements are met.

1. Either the applicable categorical pretreatment standards contained in 40 C.F.R. subchapter N specifically provide that they shall be applied on a net basis or the industrial user demonstrates that the control system it proposes or used to meet applicable categorical pretreatment standards would, if properly installed and operated, meet the standards in the absence of pollutants in the intake water.

2. Credit for generic pollutants such as biochemical oxygen demand (BOD), total suspended solids (TSS), and oil and grease should not be granted unless the industrial user demonstrates that the constituents of the generic measure in the user's effluent are substantially similar to the constituents of the generic measure in the intake water or unless appropriate additional limits are placed on process water pollutants either at the outfall or elsewhere.

3. Credit shall be granted only to the extent necessary to meet the applicable categorical pretreatment standard(s), up to a maximum value equal to the influent value. Additional monitoring may be necessary to determine eligibility for credits and compliance with standard(s) adjusted under this section.

4. Credit shall be granted only if the user demonstrates that the intake water is drawn from the same body of water into which the POTW discharges. The POTW may waive this requirement if it finds that no environmental degradation will result.

(4) When a categorical pretreatment standard is expressed only in terms of pollutant concentrations, an industrial user may request that the POTW convert the limits to equivalent mass limits. The determination to convert concentration limits to mass limits is within the discretion of the POTW. The POTW may establish equivalent mass limits only if the industrial user meets all the conditions set forth in Section [1044.05\(o\)\(4\)A](#). through E.

A. Employ, or demonstrate that it will employ, water conservation methods and technologies that substantially reduce

water use during the term of its individual wastewater discharge permit;

B. Currently use control and treatment technologies adequate to achieve compliance with the applicable categorical pretreatment standard, and not have used dilution as a substitute for treatment;

C. Provide sufficient information to establish the facility's actual average daily flow rate for all wastestreams, based on data from a continuous effluent flow monitoring device, as well as the facility's long-term average production rate. Both the actual average daily flow rate and the long-term average production rate must be representative of current operating conditions;

D. Not have daily flow rates, production levels, or pollutant levels that vary so significantly that equivalent mass limits are not appropriate to control the discharge; and

E. Have consistently complied with all applicable categorical pretreatment standards during the period prior to the industrial user's request for equivalent mass limits.

F. An industrial user subject to equivalent mass limits must:

1. Maintain and effectively operate control and treatment technologies adequate to achieve compliance with the equivalent mass limits;
2. Continue to record the facility's flow rates through the use of a continuous effluent flow monitoring device;
3. Continue to record the facility's production rates and notify the POTW whenever production rates are expected to vary by more than 20% from its baseline production rates.
4. Continue to employ the same or comparable water conservation methods and technologies as those implemented pursuant to those in division (o)(4)A. of this section so long as it discharges under an equivalent mass limit.

G. When developing equivalent mass limits, the POTW:

1. Will calculate the equivalent mass limits by multiplying the actual average daily flow rate of the regulated process(es) of the industrial user by the concentration-based daily maximum and monthly

average standard for the applicable categorical pretreatment standard and the appropriate unit conversion factor;

2. Upon notification of a revised production rate, will reassess the equivalent mass limit and recalculate the limit as necessary to reflect changed conditions at the facility; and

3. May retain the same equivalent mass limit in subsequent individual wastewater discharger permit terms if the industrial user's actual average daily flow rate was reduced solely as a result of the implementation of water conservation methods and technologies, and the actual average daily flow rates used in the original calculation of the equivalent mass limits were not based on the use of dilution as a substitute for treatment. The industrial user must also be in compliance with Section [1044.13\(f\)](#) regarding the prohibition of bypass.

(5) The POTW may convert the mass limits of the categorical pretreatment standards of 40 C.F.R. Parts 414, 419, and 455 to concentration limits for purposes of calculating limitations applicable to individual industrial users. The conversion is at the discretion of the POTW.

(6) Once included in its permit, the industrial user must comply with the equivalent limitations developed in this section in lieu of the promulgated categorical standards from which the equivalent limitations were derived.

(7) Many categorical pretreatment standards specify one limit for calculating maximum daily discharge limitations and a second limit for calculating maximum monthly average, or four-day average, limitations. Where such standards are being applied, the same production or flow figure shall be used in calculating both the average and the maximum equivalent limitation.

(8) Any industrial user operating under a permit incorporating equivalent mass or concentration limits calculated from a production-based standard shall notify the POTW within two business days after the user has a reasonable basis to know that the production level will significantly change within the next calendar month. Any user not notifying the POTW of such anticipated change will be required to meet the mass or concentration limits in its permit that were based on the original estimate of the long term average production rate.

(q) Local Limits

(1) The City is authorized to establish Local Limits pursuant to 40 CFR 403.5(c).

(2) As specified in the current, approved and amended pretreatment program for TCA , limitations for specific pollutants have been established and shall be abided by all users of the POTW. A listing of such limitations is available from the City upon request.

(3) The City may develop Best Management Practices (BMPs), by ordinance, in individual wastewater discharge permits or general permits, to implement Local Limits and the requirements of this section.

(r) Non-Significant Categorical User. The POTW may determine that an industrial user subject to categorical pretreatment standards is a non-significant categorical industrial user rather than a significant categorical industrial user on a finding that the industrial user never discharges more than 100 gallons per day (GPD) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blow down wastewater, unless specifically included in the pretreatment standard) and the following conditions are met:

(1) The industrial user, prior to the POTW's finding, has consistently complied with all applicable categorical pretreatment standards and requirements;

(2) The industrial user annually submits the following certification statement signed in accordance with the signatory requirements in section 1044.12(d), together with any additional information necessary to support the certification statement;

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR _____, I certify that, to the best of my knowledge and belief that during the period from _____, _____ to _____, _____ [months, days, year]:

(a) The facility described as _____ [facility name] met the definition of a Non-Significant Categorical Industrial User as described in Section 1044.05(q);

(b) The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and (c) the facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.

This compliance certification is based on the following information:

(3) The industrial user never discharges any untreated concentrated wastewater.

(4) If the IU is located upstream of a combined or sanitary sewer overflow the following additional requirements must be met of the application of this classification:

- A. The IU cannot discharge wastewater that is regulated by categorical pretreatment standards or;
- B. Must not have been in significant noncompliance at any time in the past two years.
- C. Procedures for categorization of an IU as a non-significant categorical industrial user and the issues related to combined sewer overflows must be addressed through either the long term control plan, approved combined system operation plan implementing the nine minimum controls, or the program modification request.

(5) The POTW must evaluate and document, at least once per year, whether the industrial user continues to meet the requirements for the classification.

(6) Upon a finding that a user meeting the criteria in Section [1044.05](#)(p)(1) through (4) has no reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement, the POTW may at any time on its own initiative or in response to a petition received from an industrial user, and in accordance with procedures in 40 C.F.R. 403.8(f)(6), determine that such user should not be considered a significant industrial user.

(s) Mid-Tier Categorical Industrial Users. A categorical industrial user may be considered a mid-tier categorical industrial user.

(1) This classification requires that the IU does not discharge total categorical wastewater that exceeds:

- A. Zero point zero one percent (0.01%) of the design dry weather hydraulic capacity of the POTW;

B. Five thousand gallons per day of total categorical wastewater;

C. Zero point zero one percent (0.01%) of the design dry weather organic treatment capacity of the POTW; and

D. Zero point zero percent (0.01%) of the maximum allowable headworks loading for any pollutant regulated by the applicable categorical pretreatment standards for which a local limit has been developed.

(2) The IU's flow must be measured by a continuous effluent flow monitoring device unless the IU discharges in batches.

(3) The IU must not have been in significant noncompliance for any time in the past two years.

(4) The daily flow rates, production levels, or pollutant levels of the IU cannot vary so significantly that decreasing the reporting requirement would result in data that are not representative of conditions occurring during the reporting period.

(5) If the IU is located upstream of a combined or sanitary sewer overflow, procedures for categorization of an IU as a mid-tier categorical industrial user and the issues related to combined and sanitary sewer overflows must be addressed through either:

A. The long-term control plan;

B. Approved combined sewer system operation plan implementing the nine minimum controls; or

C. The program modification request.

(6) Any IU classified as a mid-tier categorical industrial user will be required to be inspected and the effluent randomly sampled and analyzed by the POTW at least once every two years. If the IU no longer meets the criteria for being classified as a mid-tier categorical industrial user the POTW must immediately begin inspecting the IU and monitoring the effluent at the frequency set by the POTW's pretreatment program.

(7) As a mid-tier categorical industrial user the control authority may reduce the IU's reporting frequency to no less than once a year unless required more frequently by the categorical pretreatment standard or the Director of the Ohio EPA.

(8) If the IU no longer meets the criteria for being classified as a mid-tier categorical industrial user the IU must immediately begin monitoring the effluent and complying with the minimum reporting requirements at the frequency set by the POTW's pretreatment program.

(t) Monitoring Waivers. The POTW may authorize, at its discretion, an industrial user subject to a categorical pretreatment standard, except for centralized waste treatment facilities regulated by and defined in 40 C.F.R. 437, to forego sampling of a pollutant regulated by a categorical pretreatment standard.

(1) Monitoring waivers do not apply to pollutants where certifications processes and requirements are established by the POTW or by categorical pretreatment standards (e.g. a Total Organics Management Plan's certification alternative to sampling) unless allowed for by the applicable categorical pretreatment standard.

(2) If a waived pollutant is found to be present or is expected to be present based on changes that occur in the IU's operations, the user shall be required to immediately notify the POTW in writing and start monitoring the pollutant at the frequency specified in the POTW's pretreatment program.

(3) The monitoring waiver applies only to IU self-monitoring and does not remove the POTW's obligations for IU monitoring for that parameter; however, the waiver can be extended to POTW monitoring done to satisfy IU self-monitoring.

(4) In making its request for a pollutant monitoring exemption, the industrial user must demonstrate through sampling an other technical factors that the pollutant is neither present nor expected to be present in the discharge, or is present only at background levels from intake water and without any increase in the pollutant due to activities of the industrial user. The industrial user must provide data from at least one sampling of the facility's process wastewater prior to treatment present at the facility that is representative wastewater from all processes. Non-detectable sample results may only be used as a demonstration that a pollutant is not present if the USEPA approved analytical method form 40 C.F.R. 136 with the lowest method detection limit for that pollutant was used.

(5) Waivers are valid only for the duration of the effective period of the IU's control mechanism and, in no case, longer than five years. The IU must submit a new request for the waiver before the waiver can be granted for each subsequent control mechanism.

(6) The request for a monitoring waiver shall be signed by an authorized representative of the industrial user in accordance with paragraph (F) of O.A.C. rule 3745-3-06, and it must include the certification statement in 40 C.F.R. 403.6(a)(2)(ii).

(7) The POTW shall include any monitoring waiver as a condition in the industrial user's control mechanism. The supporting reason(s) for a monitoring waiver and the information submitted by the user in its request shall be maintained in the industrial user's file by the POTW for three years after expiration of the waiver.

(8) Upon approval of the monitoring waiver and revision of the IU's control mechanism by the POTW, the IU shall certify on each self-monitoring report with the following statement: "Based on my inquiry of the person or persons directly responsible for managing compliance with the pretreatment standards under 40 C.F.R. [specific national pretreatment standard part], I certify that, to the best of my knowledge and belief, there has been no increased in the level of [listed pollutant] in the wastewaters due to the activities at the facility since the submittal of the last periodic report under paragraph (E) of rule 3745-3-06 of the Ohio Administrative Code."

(u) **Notice of Violation; Sampling Requirement.** If sampling performed by a User indicates a violation, the User must notify the City Engineer within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the City Engineer within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the City performs sampling at the User's facility at least once a month, or if the City performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the City receives the results of this sampling, or if the City has performed the sampling and analysis in lieu of the Industrial User. If the City performed the sampling and analysis in lieu of the Industrial User, the City will perform the repeat sampling and analysis unless it notifies the User of the violation and requires the User to perform the repeat sampling and analysis.

(Ord. 86-08. Passed 5-19-86; Ord. 89-24. Passed 1-2-90; Ord. 91-07. Passed 3-18-91; Ord. 91-08. Passed 3-18-91; Ord. 92-19. Passed 9-21-92; Ord. 07-19. Passed 11-19-07; Ord. 09-07. Passed 5-4-09.)

1044.09 POWERS AND AUTHORITY OF INSPECTORS.

(a) The Director of Public Service or other duly authorized representative of the City, bearing proper credentials and identification, shall be permitted to enter all properties for the purpose of inspection, observation, measurement, sampling, testing, records review and copying, to determine compliance with this chapter and any wastewater discharge permit or order issued hereunder. The Director of Public Service or his or her representative shall have no authority to inquire into any processes beyond that point having a direct bearing on the kind and source of discharge to the sewers and waterways of facilities for waste treatment. Users shall allow the Director of Public Service or his or her representative ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

(1) Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the Director of Public Service or

other duly authorized representative of the City shall be permitted to enter without delay for the purposes of performing specific responsibilities.

(2) The Director of Public Service or other duly authorized representative of the City shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.

(3) The Director of Public Service or other duly authorized representative of the City may require the User to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated annually to ensure their accuracy.

(4) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the Director of Public Service or other duly authorized representative and shall not be replaced. The costs of clearing such access shall be born by the User.

(5) Unreasonable delays in allowing the Director of Public Service or other duly authorized representative of the City access to the User's premises shall be a violation of this ordinance.

(b) While performing the necessary work on private properties referred to in subsection (a) hereof, the Director of Public Service or duly authorized representative of the City shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to City employees. The City shall indemnify the company against loss or damage to its property by City employees and against liability claims and demands for personal injury or property damage asserted against the owner and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the owner to maintain safe conditions as required in Section [1044.05](#).

(c) The Director of Public Service and other duly authorized representatives of the City, bearing proper credentials and identification, shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair and maintenance of any portion of the sewage works lying within such easement. All entry and subsequent work, if any, on such easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

(Ord. 86-08. Passed 5-19-86; Ord. 16-06. Passed 5-2-16.)

1044.11 WASTEWATER DISCHARGE PERMITS.

(a) Application. All significant industrial users and others, as may be required by the City, shall submit an application for a wastewater discharge permit to the City, at least

ninety days prior to connecting or discharging to the POTW. All existing significant industrial users connected to or already discharging to the POTW, and who or which have not previously applied for a wastewater discharge permit, shall make application to the City within ninety days after the effective date of this chapter. New sources shall give estimates of the information requested in the application. Applications shall be signed by an authorized representative of the industrial user.

The industrial user may be required to submit the following information in the application:

- (1) The name, address and location of the industrial facility (if different from the address);
 - (2) SIC number;
 - (3) The time and duration of the discharge;
 - (4) Average daily flow rates, including daily, monthly and seasonal variations, if any;
 - (5) Site plans, floor plans, mechanical plans and plumbing plans and details to show all sewers, sewer connections and appurtenances by size, location and elevation;
 - (6) A description of all activities, facilities and plant processes on the premises, including all materials which are or could be discharged;
 - (7) The nature and concentration of any pollutants in the discharge which are limited by City, State or Federal pretreatment standards, and a statement regarding whether or not the limits are being met on a consistent basis, and if not, whether additional pretreatment is required for the user to meet applicable pretreatment standards and requirements;
 - (8) If additional pretreatment is required to meet the pretreatment standards and requirements, the shortest schedule by which the user will provide such additional pretreatment;
 - (9) Each product produced by type, amount, process or processes, and the rate of production;
 - (10) The type and amount of raw materials processed (average and maximum per day);
 - (11) The number of employees, hours of operation and proposed or actual hours of operation of pretreatment systems; and
 - (12) Any other information as may be deemed necessary by the City to evaluate the permit application.
- (b) Evaluation of Application. The City Engineer will evaluate the data furnished by the user and may require additional information. After evaluation and acceptance of the data furnished, the City may deny or condition any new or increased contribution of

pollutants, or change in the nature of pollutants to the PTW where such contribution does not meet applicable pretreatment standards or requirements or where such contribution would cause the POTW to violate its NPDES permit.

(c) Duration. Permits shall be issued for a specific time period, not to exceed five years. A permit may be issued for a period less than a year or may be stated to expire on a certain date. The user shall apply for permit reissuance a minimum of ninety days prior to the expiration of the user's existing permit.

(d) Transfer. Wastewater discharge permits are issued to a specific user for a specific operation. Wastewater contribution permits shall not be reassigned, transferred or sold to a new owner, new user, different premises or a new or changed operation, without the approval of the City. Any succeeding owner or user shall also comply with the terms and conditions of the existing permit

(e) Required Permit Contents. Wastewater discharge permits shall be subject to all provisions of this chapter and any such other rules and regulations and applicable regulations, user charges, and fees established by the City. Each discharge permit will indicate a specific date upon which it will expire. Permits must contain the following:

(1) A statement that indicates the wastewater discharge permit issuance date, expiration date and effective date;

(2) A statement that the wastewater discharge permit is nontransferable without prior notification to the POTW and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;

(3) Effluent limits, including best management practices, based on applicable pretreatment standards;

(4) Self-monitoring, sampling, reporting, notification, and record-keeping requirements and affording the City access thereto. These requirements shall include an identification of pollutants or best management practices to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law;

(5) The process for seeking a waiver from monitoring for a pollutant neither present nor expected to be present in the discharge;

(6) A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law;

(7) Requirements to control slug load discharge, if determined by the POTW to be necessary;

(8) Requirements for notification of slug load discharge;

(9) Requirements for notifying the City of any new wastestreams or any substantial change in the volume or character of the wastewater being discharged;

(10) Any grant of the monitoring waiver by the POTW must be included as a condition in the user's permit.

(f) Optional Permit Contents. Wastewater discharge permits may contain, but not limited to, the following conditions:

- (1) Limits on specific pollutants;
- (2) Limits on the average and minimum rate and time of discharge;
- (3) Requirements for flow regulations and equalization;
- (4) Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;
- (5) Compliance schedules;
- (6) Other conditions as deemed appropriate by the City to ensure compliance with this chapter.

(g) Reports of Potential Problems

(1) In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall immediately telephone and notify the City Engineer of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.

(2) If requested by the City Engineer, within five (5) days following such discharge, the User shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance.

(3) A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph A, above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.

(4) Significant Industrial Users are required to notify the City Engineer immediately of any changes at its facility affecting the potential for a Slug Discharge.

(h) Slug Discharge Control Plan. The POTW shall evaluate the need for a plan, device or structure to control a potential sludge discharge at least once during the term

of each significant industrial user's control mechanism. New significant industrial users shall be evaluated within one year of being identified as a significant user. If the POTW decides that a slug control plan is needed, the plan shall contain, at a minimum, the following elements:

- (1) Description of discharge practices, including no-routine batch discharges;
- (2) Description of stored chemicals;
- (3) Procedures for immediately notifying the POTW of slug discharges, including any discharges that would violate a prohibition under paragraph (B) of rule 375-3-04 of the Ohio Administrative Code, with procedures for follow-up written notification within five days;
- (4) If necessary, procedures to prevent adverse impact from accidental spills, including inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of wastewater discharge, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents), or measures and equipment for emergency response.

(i) General Control Mechanisms.

- (1) General control mechanisms can be issued for groups of users, including both significant and non-significant industrial users, that:
 - A. Have the same or substantially similar types of operations;
 - B. Discharge the same types of wastes;
 - C. Require the same effluent limitations; and
 - D. Require the same or similar monitoring.
- (2) General control mechanisms are not available to industrial users that are:
 - A. Subject to production-based categorical pretreatment standards;
 - B. Categorical pretreatment standards expressed as mass of pollutant discharged per day; or
 - C. Industrial users whose limits are based on the combined waste stream formula or net/gross calculations.
- (3) To be covered by a general control mechanism, the significant industrial user is required to file a written request to the POTW for coverage that identifies:
 - A. Its contact information;
 - B. Its production processes;

- C. The types of wastes generated;
- D. The location for monitoring all wastes to be covered by the control mechanism;
- E. Any requests for a monitoring waiver for any pollutants not present; and
- F. Any other information the POTW deems appropriate.

(4) The POTW shall retain a copy of the general control mechanism, documentation to support the POTW's determination that a specific significant industrial user meets the criteria listed above and a copy of the user's written request for coverage for three years after the expiration of the control mechanism.

(Ord. 92-19. Passed 9-21-92; Ord. 09-07. Passed 5-4-09.)

1044.12 REPORTING REQUIREMENTS.

(a) Baseline Monitoring Report. Within 180 days after the effective date of a categorical pretreatment standard, existing industrial users subject to such categorical pretreatment standards and currently discharging to or scheduled to discharge to the POTW shall be required to submit to the City a baseline monitoring report (BMR), on a form provided by the City. A completed wastewater discharge permit application form may fulfill the requirement for a BMR if all conditions and time frames are met.

New sources and sources that become industrial users after promulgation of an applicable categorical standard, shall be required to submit the BMR to the City at least ninety days prior to commencement of discharge.

The BMR shall be signed by an authorized representative of the industrial user.

(1) Users described above shall submit the information set forth below.

A. Identifying Information.

1. The name and address of the facility, including the name of the operator and owner.

2. Contact information, description of activities, facilities, and plant production processes on the premises;

B. Environmental Permits. A list of environmental control permits held by or for the facility

C. Description of Operations.

1. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the

operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes.

2. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;

3. Number and type of employees, hours of operation, and proposed or actual hours of operation;

4. Type and amount of raw materials processed (average and maximum per day);

5. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;

D. The nature and concentration of all pollutants in the discharge from the regulated processes which are limited by such pretreatment standards and requirements

E. The average and maximum daily flow for these process units in the user's facility which are limited by such pretreatment standards or requirements.

F. Time and duration of discharges;

G. The location for monitoring all wastes covered by the permit

(b) Ninety-Day Compliance Report. Within ninety days following the date for final compliance with applicable categorical pretreatment standards, or, in the case of a new source, following commencement of the introduction of wastewater into the POTW, any industrial user subject to pretreatment standards and requirements shall submit to the City a report, on a form provided by the City, indicating the nature and concentration of all pollutants in the discharge from the regulated processes which are limited by pretreatment standards and requirements.

The report shall state whether the applicable pretreatment standards or requirements are being met on a consistent basis and, if not, what is necessary to bring the user into compliance with the applicable pretreatment standards or requirements.

The ninety-day compliance report shall be signed by an authorized representative of the industrial user.

(c) Periodic Compliance Reports. Any user subject to a pretreatment standard or requirement shall periodically submit to the City a report

indicating the nature and concentration of pollutants in the effluent which are limited by such pretreatment standard or requirement. In cases where the pretreatment standard requires compliance with a best management practice (BMP) or pollution prevention alternative, the user must submit documentation required by the POTW or the pretreatment standard necessary to determine the compliance status of the user. Such reports shall be submitted according to the frequency prescribed in the user's wastewater discharge permit. Periodic compliance reports shall be signed by an authorized representative of the industrial user

(1). If a User subject to the reporting requirement in this section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the City Engineer, using the procedures prescribed in Section 1044.05(i) of this ordinance, the results of this monitoring shall be included in the report.

(d) Authorized Representative Defined. As used in this section, "authorized representative of the industrial user" means:

(1) In the case of a corporation, a responsible corporate officer, i.e.:

A. A president, secretary, treasurer or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy-making or decision making functions for the corporation; or

B. The manager of one or more of the corporation's manufacturing, production or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty to make major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental law and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedure;

(2) In the case of a partnership, a general partner;

(3) In the case of a sole proprietorship, the proprietor; or

(4) A duly authorized representative of the individual designated in paragraphs (d)(1) to (3) hereof, if the authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the discharge originates, such as the position of plant manager, superintendent or a position of equivalent responsibility, such as the position of environmental manager or engineer.

(e) Certification. All reports and applications required to be signed by an authorized representative of the industrial user shall be signed under the following certification statement:

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

(Ord. 92-19. Passed 9-21-92; Ord. 09-07. Passed 5-4-09.)

1044.15 COMPLIANCE SCHEDULES.

When, in the opinion of the City, it becomes necessary for industrial users to install technology or provide additional operation and maintenance (O & M) to meet any condition of this chapter or an applicable administrative order, the City Engineer shall require the development of the shortest schedule by which the industrial user will provide this additional technology or O & M as follows:

(a) The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard

(b) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation). In no case shall any increment of time exceed nine months.

(c) Not later than fourteen days following each date in the schedule and the final date for compliance, the industrial user shall submit a progress report to the City including, at a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for delay and the steps being taken to return to the schedule established. In no event shall more than nine (9) months elapse between such progress reports to the City

(Ord. 92-19. Passed 9-21-92.)

1044.16 RECORD RETENTION.

(a) Any industrial user subject to the reporting requirements of this chapter shall retain, and make available for inspection and copying for a minimum of three years, all records of information obtained pursuant to any monitoring activities required by this Chapter, any additional records of information obtained pursuant to monitoring activities undertaken by the industrial user independent of such requirements, and documentation associated with Best Management Practices as established in this Chapter. Records

shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. This period of retention shall be extended during the course of any unresolved litigation regarding the industrial user or when requested by the control authority or the approval authority.

(b) All records relating to compliance with pretreatment standards or requirements shall be made available to the public or other governmental agencies upon request.

have agreed to the action taken.

(Ord. 92-19. Passed 9-21-92.)

1044.99 PENALTY.

(a) Civil Penalties. A discharger who is found to have violated any provision of this chapter, his, her or its wastewater discharge permit, or an order, rule or regulation of the City or a court of competent jurisdiction, shall be subject to the imposition of a civil penalty of up to one thousand dollars (\$1,000) per violation. Each day on which a violation occurs or continues shall be deemed a separate and distinct violation. In addition to the penalties provided herein, the City may recover reasonable attorney fees, court costs, court reporter's fees and other expenses of litigation by appropriate suit at law against the discharger.

(b) Criminal Penalties. Any person who or which intentionally or willfully violates any provision of this chapter, his, her or its wastewater discharge permit, or any rule, regulation or order of the City or a court of competent jurisdiction, or any person who or which allows a violation to occur after becoming aware of said violation, shall be punishable, upon conviction, by a criminal penalty of up to one thousand dollars (\$1,000) per day per violation and not more than six months in jail.

(c) Remedies. The remedies provided for in this ordinance are not exclusive. The City Engineer may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the City Engineer may take other action against any User when the circumstances warrant. Further, City Engineer is empowered to take more than one enforcement action against any noncompliant User.

(Ord. 92-19. Passed 9-21-92.)

MEMORANDUM

TO: Kurt Althouse, City Manager
FROM: Michael Hammes, AICP, City Planner
DATE: July 14th, 2025
SUBJECT: PC 25-0007 – Planned Unit Development – Redwood Vandalia Phase III

General Information

Owner(s): Redwood Vandalia Little York Road OH P1 LLC
7007 E Pleasant Valley Road
Cleveland, Ohio 44131

Applicant: Todd Foley
POD Design
100 Northwoods Boulevard, Suite A
Columbus, Ohio 43235

Existing Zoning: Planned Unit Development (PUD)

Location: 7100 Park Center Drive

Parcel(s): B02 01204 0049 (Parcel 2)
B02 01204 0061 (Parcel 3)

Acreage: 27.59 acres +/-

Related Case(s): PC 19-11 (PUD Preliminary Plan)
PC 22-10 (Provision Living Final Plan)

Requested Action: Approval (PUD Amendment & Preliminary Plan)

Exhibits: 1 – Application Materials
2 – Revised Preliminary Plan (Parcel 3)
3 – Proposed Home Elevations
4 – Letters of Justification

Application Background

Todd Foley, of PUD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

The Redwood Vandalia Planned Unit Development, approved in November 2019¹, provided for a large multi-family residential development constructed and operated by Redwood Apartments. Phase I was completed in 2024, while Phase II is currently under construction. When complete, the first two phases will result in 171 rental units. Provision Living was slated to begin construction of an independent/assisted living facility on a third parcel, but that project was cancelled in mid-2024.² Two additional parcels were preserved for future development.

The original uses for the various parcels of the development were approved as follows:

Parcel	Use Profile	Permitted Uses
1	Future Commercial	NB (excluding Residential)
2	Future Commercial/Industrial	O/IP
3	Assisted Living	O/IP
4	Multi-Family Residential	NB + Multi-Family Residential
5	Multi-Family Residential	NB + Multi-Family Residential

With the cancellation of the Provision Living project, Redwood Vandalia seeks to instead use parcel 3 as an expansion of the existing multi-family residential development. This constitutes a Major Amendment to the current PUD standards for the site.³ The proposal also requires the approval of a revised preliminary plan.

The applicant seeks to amend the standards of the Redwood Vandalia PUD to add “Multi-Family Residential” to the list of permitted uses for Subarea B, consisting of Parcels 2 and 3. A revised Preliminary Plan encompassing Parcel 3 is submitted for approval as well.

¹ Ordinance 19-20.

² Final Plan approved via Ordinance 22-27, July 18th, 2022. The project was cancelled in 2024.

³ Among other requirements, a PUD amendment is considered major if it increases housing density or impacts more than 5 acres of the development area. This proposed amendment meets both of these requirements. See Section 1214.08(b)(2).

Surrounding Zoning / Uses

The vicinity is a blend of uses, in much the same way as this Planned Unit Development was originally envisioned as a blend of industrial and residential or semi-residential uses. Commercial and Industrial uses are found to the north and west. Vacant land to the south is preserved for future public use. Multi-Family Residential uses lie to the east, consisting of Phases I and II of the Redwood Vandalia development.

Surrounding zoning districts are as follows:

Direction	District
North	O/IP – Office / Industrial Park RSF-1 – Residential Single-Family
South	PF – Public Facilities District
East	PUD – Residential Planned Unit Development
West	O/IP – Office / Industrial Park

Proposed Structures

The applicant has provided sample elevations for the types of structures intended for this development. In general terms, Phase III would follow the successful template set by the first two phases, with multi-family structures built in a similar style and with similar design elements. The structures proposed for Phase III would vary in size, with a small number of one and three-bedroom units placed alongside the standard two-bedroom units.

Open space would be provided as shown, including an area between the two entrances to this section of the development. A retention pond would be installed to the east.

Additional signage would be installed along Park Center Drive denoting the entrances to the Phase III area of the development. Each such sign would be required to comply with the requirements of Chapter 1236 – Sign Standards. No blade signs would be permitted in this (or any) development.

Land Use Density

The proposed Land Use Density for the site is based on the number of dwelling units per acre. In this instance, with 59 units proposed on the 18.3 acres of parcel 3, we have a gross density of 3.22 Dwelling Units per acre.

Section 1226.06 of the Vandalia Zoning Code requires that Planned Unit Developments shall not exceed 12 Dwelling Units per acre for single-family developments.

Proposed Roadways

The development would be served by two roadways connecting to Park Center Drive. As with the first two phases of the Redwood Vandalia development, these roads would be privately owned and maintained.

The proposed road layout meets the standards of the Vandalia Fire Division for emergency access.

Comprehensive Plan

The 2020 Comprehensive Plan designates parcels 2 and 3 of this site as part of a Neighborhood Commercial area.⁴ This designation was applied to parcels in the NB – Neighborhood Business, OR – Office Residential, and O – Office zoning districts, as well as undeveloped PUD parcels (such as this one) with similar use profiles.

In contrast, the Comprehensive Plan lists parcels 4 and 5 as Medium Density Residential.

Typically, businesses in the Neighborhood Commercial area provide services to nearby neighborhoods and adjacent residential areas.⁵ The original proposal for an assisted living facility would have fit this designation, based on the permitted uses of the NB – Neighborhood Business district that formed the basis for that area of the PUD.

With the cancellation of the Provision Living project, those concerns no longer apply. Had Phase III of the Redwood Vandalia development been planned for this site from the beginning, it is our understanding that parcels 2 and 3 would have been designated Medium Density Residential.

In this instance, with this specific pattern of facts, Staff finds that the proposed development would be consistent with the overall goals of the Comprehensive Plan, despite the noted inconsistency with the current Neighborhood Commercial designation.

Covenants and Restrictions

Phase III is intended for development as an extension of the existing rental community. As such, Redwood Vandalia intends to maintain ownership of the entire site. Maintenance of common areas and green space, as well as all private roadways, will be the responsibility of Redwood Vandalia.

⁴ City of Vandalia Comprehensive Plan, Page 55.

⁵ City of Vandalia Comprehensive Plan, Page 57. In relevant part: “Neighborhood commercial is intended to serve residents in close proximity with a low intensity commercial product. Development should be small in scale and complement adjacent development patterns. These uses should serve the everyday needs of nearby residents and employees and can include boutique retail, convenience stores, pharmacies, and restaurants...”

Revised Development Standards

As proposed, the development standards of the Redwood Vandalia Planned Unit Development would be amended as follows:

1. “Multi-Family Residential” is inserted as a permitted use in Subarea B.

The proposed amendment would apply to parcels 2 and 3, though no development is proposed for parcel 2 at this time.

Phasing Plan

The beginning of construction for Phase III of the Redwood Vandalia development would commence following the completion of Phase II in the 3rd Quarter of 2026. Current estimates place the completion of Phase III in mid-2028.

Review and Recommendation

Planned Unit Development Major Amendment – Review Criteria

In the case of Major Amendments to a Planned Unit Development, the proposed amendments must meet either the preliminary or final plan criteria, as appropriate. In this case, the preliminary plan criteria will apply to both the proposed amendment and the revised preliminary plan.

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body finds that the preliminary plan does the following:⁶

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City’s goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

⁶ Vandalia Zoning Code, Section 1214.08(d) – Planned Unit Development Review Criteria

Preliminary Plan Review Criteria (cont'd)

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria (cont'd)

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria (cont'd)

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: While the proposed structures for this development are similar in style to the other homes built in Subarea C, Staff feels that the updated exteriors provide sufficient variety to comply with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

At its regular meeting of July 8th, 2025, the Planning Commission voted 3-0 to recommend **approval** of the proposed Major Amendment to the PUD standards of the Redwood Vandalia Planned Unit Development.

During the same meeting, the Planning Commission also voted 3-0 to recommend **approval** of the proposed Preliminary Plan.

The recommendation of the Planning Commission on both items is hereby forwarded to Council for their consideration.

Application Letter / Letter of Justification

The applicant is formally requesting a Planned Unit Development application to amend the Development Standards for Subarea B (Outlot 2 & 3) for approximately +/-27.6 acres of land on Webster Street, south and east of the I-70/I-75 corridor. The specific request is to allow the inclusion of Multi-Family Residential (and related uses) in the permitted PUD uses previously approved in Subarea B (Outlot 2 & 3). Phase 1 (constructed and occupied) and Phase 2 (currently under construction) have been extremely successful. The applicant is requesting an amendment to the development standards to permit additional dwellings to be constructed in Subarea B. Subarea A will remain as previously approved.

The project was previously rezoned and approved as a Planned Unit Development and presently is a combination of vacant undeveloped subareas in addition to a Redwood Neighborhood (Subarea C, 171 attached residential dwellings) with portions under tree cover, has varying terrain with several drainage corridors and natural features on site. The site is bound by railroad tracks to the east, industrial and commercial development to the west and north and undeveloped land to the south.

The previous request for a PUD designation over the entire project that was approved by the City has provided a more concise plan for how the future development of this property could & will occur. It allowed for a flexible development pattern while establishing controls on specific uses to be developed. It also provided for the preservation of open space/drainage corridors throughout the site that provide visual interest and maintain an overall 'green' feeling to the area.

The proposed PUD development amendment will continue to provide a quality mixed use project to the community's southern corridor. The residential component will provide an alternative housing stock that is not readily available within the community but is highly desired. The opportunity to rent by choice, in a housing product that provides the amenities of a home without the maintenance commitments that owning a home brings is significantly desired by empty nesters and young professionals. Redwood Living develops apartment neighborhoods centered around a combination of smart, single story designs, private attached garages and signature features to provide a maintenance free convenience of an apartment with a genuine feel of a home. A low-density community, with private streets and low impact on city services will be a benefit to the city. This residential use will not have impact on the local school district as Redwood communities are not generators of school aged children.

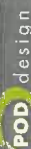
This proposed project will address several goals and recommendations from the comprehensive plan:

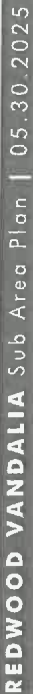
Allow for a range of housing types to accommodate increased population growth while improving and protecting the city's residential neighborhoods. (Comprehensive Plan – Goal II)

Enhance the physical appearance and economic vitality of commercial districts within the community. (Comprehensive Plan – Goal III)

Promote desirable residential growth that enhances diversity of housing stock while targeting specific population groups (Recommendation - Housing Analysis)

Locate new housing as to minimize future expenses associated with utilities and services; encourage infill of vacant areas (Recommendation – Housing Analysis)







LITTLE YORK RD

LOTTERY COMMISSION

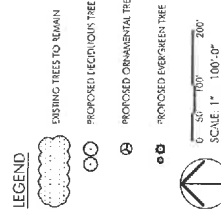
REDWOOD
NEIGHBORHOOD
SUBAREA C
PARCELS 4 AND 5
± 45.6 AC
(PREVIOUSLY
APPROVED)

SUBAREA A
OUTLOT 1
± 6.9 AC

SUBAREA B
OUTLOT 2
± 9.3 AC

PUBLIC ROAD - EXTENSION
OF PARK CENTER DR.
(50' ROW)
± 1.1 AC

REDWOOD
NEIGHBORHOOD
SUBAREA B
OUTLOT 3
± 18.3 AC



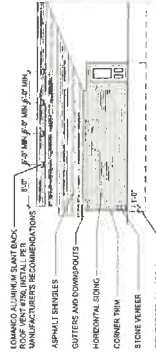
EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL/STYLE	COLOR
DECORATIVE LOUVERS	WIND	WHITE
ASPHALT SHINGLES	UNDERLAY 70 YEAR LAMINATED	UNTREATED WOOD
GUTTERS AND DOWNPOUTS	PRETREATED ALUMINUM	WHITE
HORIZONTAL SIDING	WIND	VARIABLES
SHAKES	WIND	VARIABLES
CORNER TRIM	WIND	WHITE
STONE VENEER	PRESTIGE	OWN SOUTHERN LIMESTONE
CORNERHEAD GARAGE DOOR	PAINTED	WHITE
SINGLE HUNG	WIND	STANDARD WHITE WITH FLAT GRIDS
5.5" x 4.5" SLUING PATIO DOOR	WIND	WHITE

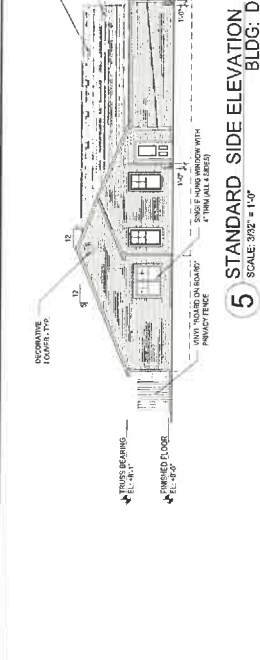
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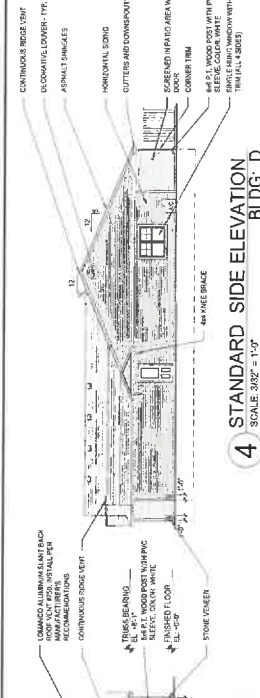
7 PARTIAL SIDE ELEVATION BLDG: D
SCALE: 3/32" = 1'-0"



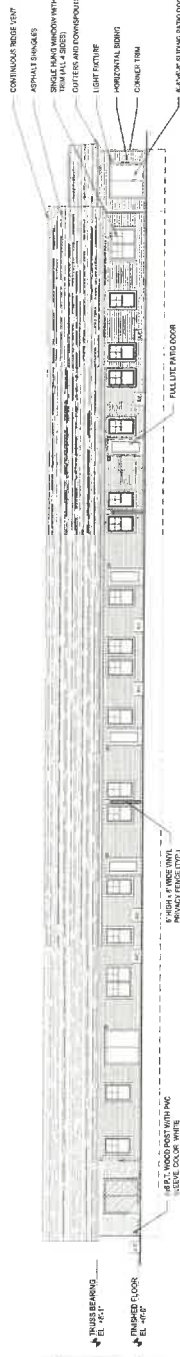
6 PARTIAL SIDE ELEVATION BLDG: D
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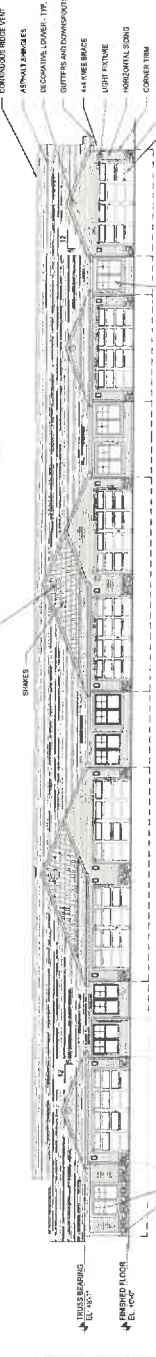
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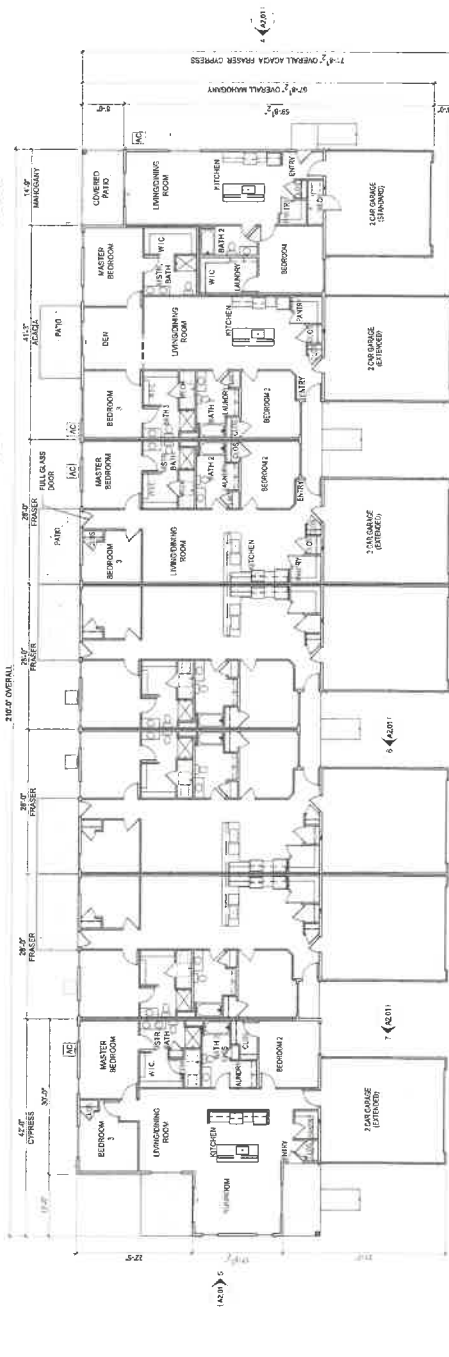
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SCALE: 3/32" = 1'-0"



3 REAR ELEVATION BLDG: D
SCALE: 3/32" = 1'-0"



2 FRONT ELEVATION BLDG: D
SCALE: 3/32" = 1'-0"



1 FLOOR PLAN BLDG: D
SCALE: 3/32" = 1'-0"

PRELIMINARY
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ARCHITECTS

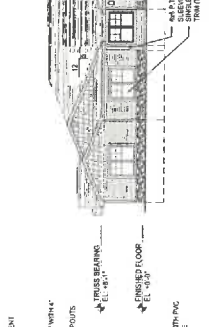
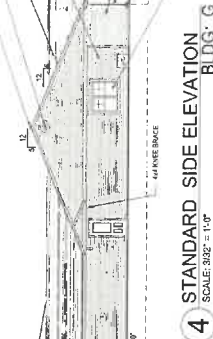
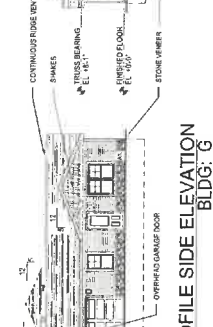
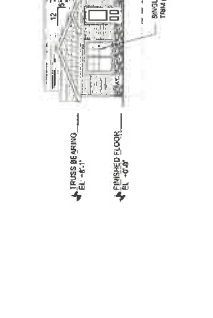
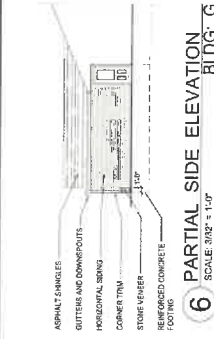
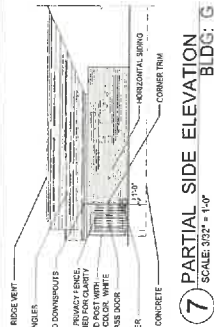
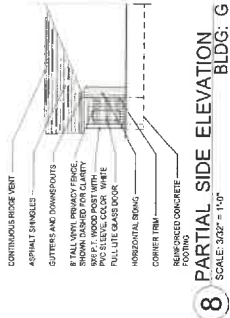
Redwood
PROJECT # 14125
DATE: MAY 28, 2025

BUILDING FLOOR PLAN AND ELEVATIONS
REDWOOD VANDALIA P3
VANDALIA, OH

A2.01

EXTERIOR FINISH MATERIAL SELECTIONS

ID#	MATERIAL	GRADE
1	DECORATIVE LOUVER	WVNL
2	ASPHALT SHINGLES	ENDURAPLAN 30 YEAR LIMITED
3	GUTTERS AND DOWNSPOUTS	PROFESSIONAL ALUMINUM
4	HORIZONTAL SIDING	WVNL
5	SHAKES	WVNL
6	CORNER TRIM	WVNL
7	STONE VENEER	PRESTIGE
8	OVERHEAD GARAGE DOOR	PAVED PANEL RAL STEEL
9	SINGLE HANG	WVNL
10	2 1/2" x 6" OF BUILDING PATED	WVNL
11	2 1/2" x 6" OF BUILDING PATED	WVNL
12	2 1/2" x 6" OF BUILDING PATED	WVNL
13	2 1/2" x 6" OF BUILDING PATED	WVNL
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PRELIMINARY
NOTE!!!
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Redwood
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330.666.5770

Redwood
ARCHITECTS
MANN - PARSONS - GRAY
330.666.5770

A2.02

1 FLOOR PLAN
SCALE: 3/32\"/>

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3 REAR ELEVATION
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2 FRONT ELEVATION
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8 PARTIAL SIDE ELEVATION
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6 PARTIAL SIDE ELEVATION
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5 HIGH PROFILE SIDE ELEVATION
SCALE: 3/32\"/>

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4 STANDARD SIDE ELEVATION
SCALE: 3/32\"/>

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3 REAR ELEVATION
SCALE: 3/32\"/>

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ITEM	MATERIAL	STATUS	COLOR
DECORATIVE COVER	WHT		WHITE
ASPHALT SHINGLES	ONE ORIGINAL, 21 YEAR LAMINATE		NEITHERED WOOD
GUTTERS AND DOWNSPOUTS	PREFINISHED ALUMINUM		WHITE
HORIZONTAL SIDING	WHT		VANES
SHIMES	WHT		VANES
CORNER TRIM	WHT		WHITE
STONE GUTTER	PRESTIGE		GOLD/SILVER LAMESTONE
OVERHEAD STORAGE DOOR	RANDED PANEL, PWS STEEL		WHITE
SINGLE HING	WHT		STANDARD WHITE WITH FLAT GASKETS
6' X 2' 1/2" SLIDING PET DOOR	WHT		WHITE

REVISIONS

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4 STANDARD SIDE ELEVATION
SCALE: 3/32" = 1'-0"

3 REAR ELEVATION

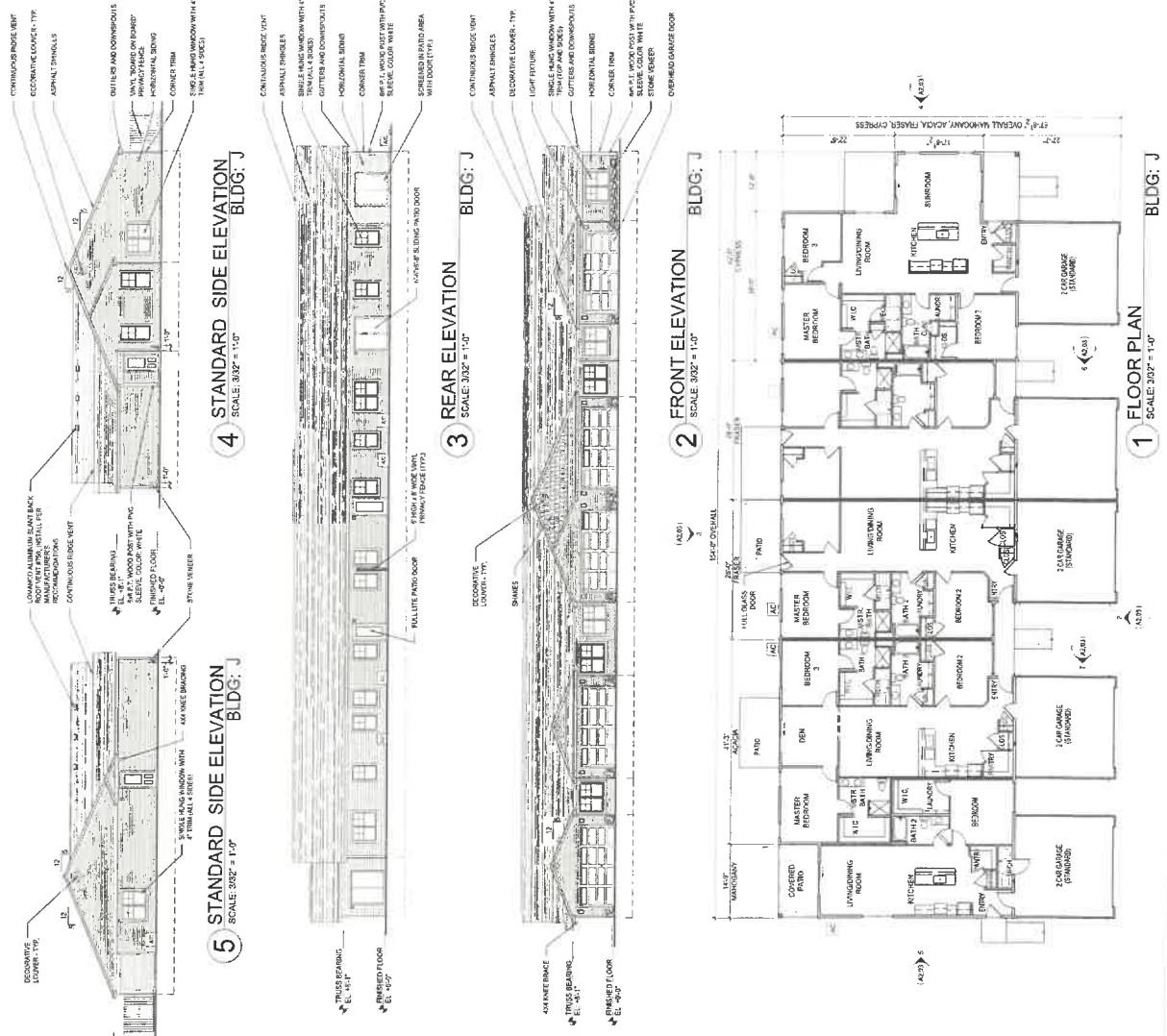
2 FRONT ELEVATION
SCALE: 3/32" = 1'-0"

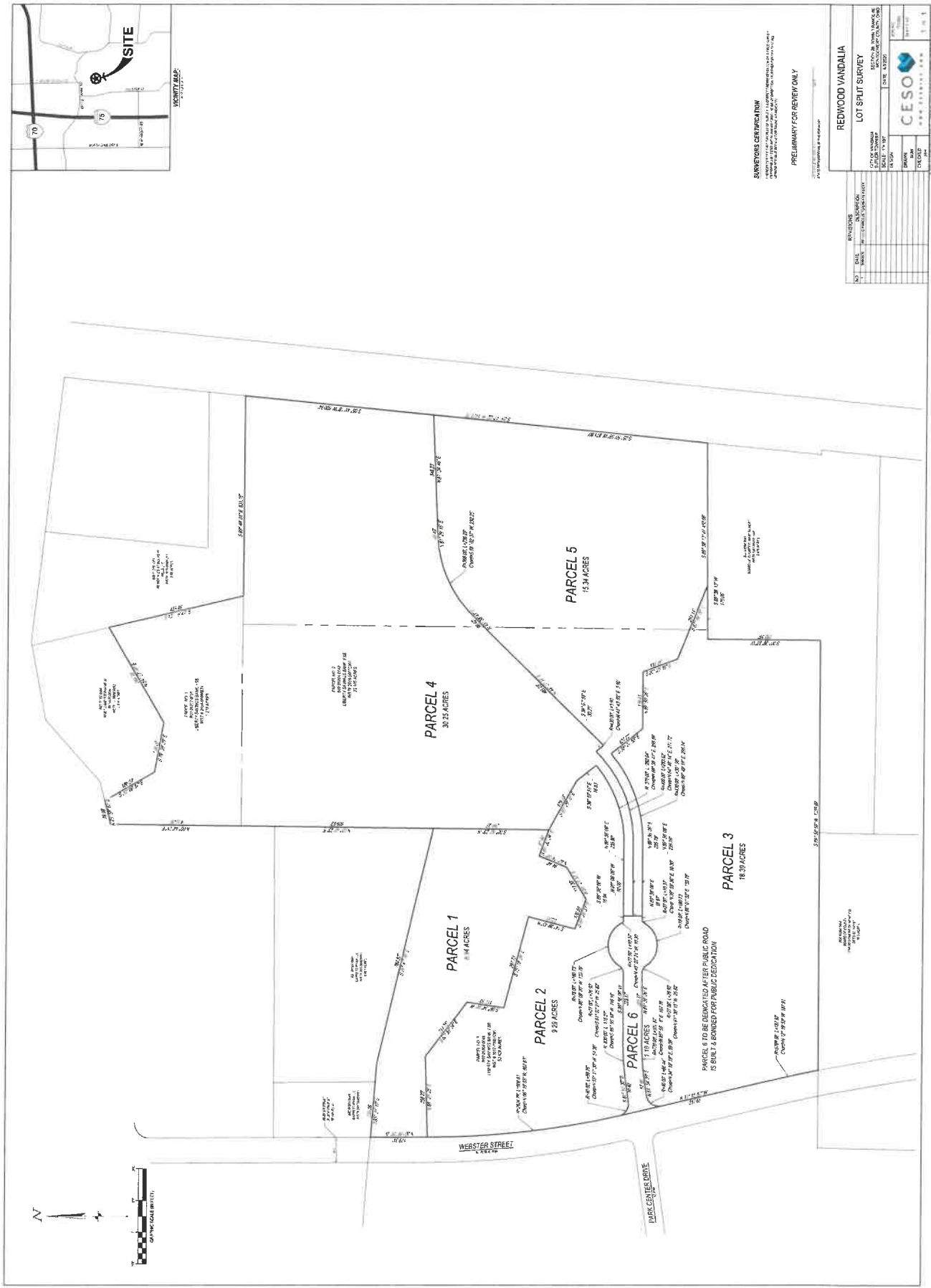
MPG
MANN • PARSONS • GRAY
ARCHITECTS
330.666.5770

DATE: MAY 28, 2025

BUILDING FLOOR PLAN /
PROJECT #: 14125
REDWOOD VANDALIA P3
VANDALIA, OH

A2.03





SURVEYOR'S CERTIFICATION
I, the undersigned, being a duly licensed Surveyor in the State of Texas, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.

PRELIMINARY FOR REVIEW ONLY

DATE: 10/20/2023

REDWOOD VANDALIA

LOT SPLIT SURVEY

LOT 1 & 2, VANDALIA
SECTION 10, T11N, R10E, S10E
COUNTY OF BROWN, TEXAS

DATE: 10/20/2023

CESO

CONVEYANCE SERVICES

NOTED

DATE

BY

REMARKS

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10/20/2023

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Survey completed

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Minutes of the City of Vandalia Planning Commission
July 8, 2025

Members Present:	Ms. Kristin Cox, Mr. Lucious Plant, Mr. Bob Hussong
Members Absent:	Mr. Dave Arnold
Staff Present:	Michael Hammes, City Planner Ben Graham, Zoning & Planning Coordinator Ben Borton, Director of Public Service Rob Cron, Assistant City Manager
Others Present:	Greg Thurman, John Seagraves, Rick Drake, Jovi Takhar, Boydon Boston, Steve Ponscheck, Ron Miller, Brian Wertz, Aaron Horn, Rob Smith, Ryan Lefeld, Trisha Cortes, Orlando Cortes, Don Donathan, Ed Burke, Missi Demoss, Nelson Demoss, David Whitlock

Call to Order

Ms. Cox called the meeting to order at 6:08 p.m.

Attendance

Ms. Cox noted that three members were present. Mr. Plant made a motion to excuse Mr. Arnold. Mr. Hussong seconded. The motion carried 3-0.

Approval of Minutes of the Planning Commission

Mr. Hussong made a motion to approve the May 13th, 2025 minutes. Mr. Plant seconded the motion. The motion carried 5-0.

Swearing in of Attendees Wishing to Speak at Meeting

The attendees were sworn in.

Old Business

Mr. Hammes confirmed that there was no Old Business on the agenda.

New Business – PC 25-0007 – PUD Amendment and Preliminary Plan – Redwood Phase III

Mr. Hammes introduced Case PC 25-0007. Todd Foley, of POD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

Mr. Hammes described the history of the Redwood Vandalia PUD. He noted that the Redwood development was originally approved in 2019 as a mixed-use commercial and multi-family residential development. Phases I and II of the Redwood development feature 171 multi-family units. Phase I was completed in 2024, and Phase II is under construction.

Mr. Hammes explained that two additional parcels were set aside for commercial uses fitting the standards of the Office / Industrial Park district. Parcel 3, located south of Park Center Drive, was approved for an assisted living facility in 2022. That project was later cancelled. Redwood Vandalia now seeks to expand into a Phase III on this parcel.

Mr. Hammes discussed the proposed amendment to the Redwood Vandalia PUD. He explained that the applicant wished to add “Multi-Family Residential” as a permitted use on parcels 2 and 3. Because this change would increase the number of dwelling units in the development, it qualifies as a Major Amendment and requires Council approval. This change is the only change to the PUD standards proposed.

Mr. Hammes reviewed the revised Preliminary Plan for Phase III. He noted that the proposed residential buildings would be similar in architectural style and design to the homes built in Phases I and II. While the development would continue to primarily feature two-bedroom units, a limited number of one-bedroom and three-bedroom units are also included in the plan for Phase III. He also discussed signage along Park Center Drive, stating that a blade sign depicted in the proposal would be replaced by a permanent sign to comply with the City’s signage regulations. Importantly, Mr. Hammes clarified that the current Preliminary Plan applies only to Parcel 3, and any future development of Parcel 2 would require a separate plan amendment.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial”, owing to the proposed uses available at the time the plan was drafted. Had Phase III been proposed initially, rather than the assisted living facility or some related use, the site would have been designated “Medium Density Residential” to match the first two phases of the Redwood development. As such, the proposed Phase III is consistent with the goals of the plan, if not the specific designation.

Mr. Hammes reported that the development would be managed by Redwood as a rental community, so there would be no covenants or homeowners’ association.

Mr. Hammes noted that the standards that applied to the initial phases of the development would apply to residential development in this area, with the exception of a required buffer area at the southwest end of Phases I and II (since that buffer already exists).

Mr. Hammes reported that construction was expected in late 2026, following the completion of Phase II. The proposed phasing plan for this site would see construction completed in 2028.

Mr. Hussong asked about the density of Phase III, referencing the number of dwelling units and the different unit sizes. Mr. Hammes replied that the preliminary plan refers to dwelling units in the aggregate, with the calculation of density taking only the raw number of units into account. The Final Plan approval would be where the applicant would need to show specific utility capacities and designs.

Ms. Cox opened the public portion of the meeting, and invited the applicant forward.

Mr. Greg Thurman of Redwood Vandalia addressed the Commission on behalf of the applicant. He confirmed that the number of bedrooms in Phase III would be the equivalent of 59 two-bedroom units, and that the number of one-bedroom units would balance out the number of three-bedroom units.

Mr. Thurman reported that Phase I was 99% leased, with a waiting list for Phases I and II. With the decline of assisted living facilities following the COVID pandemic, the Provision Living agreement had been cancelled. With parcel 3 now available, the expansion of the Redwood development is now a viable option on this site.

Ms. Cox asked about parcel 2, which would also be approved for multi-family residential uses if the amendment is approved. Mr. Thurman replied that there were no plans for a Phase IV at this time, due to the topography of the site. If a small development is proposed for that site in the future, amending the PUD now would remove the need to seek a second amendment at that time.

Hearing no further public comment, Ms. Cox closed the public portion of the meeting.

Review Criteria

Ms. Cox explained that the Commission would discuss the Preliminary Plan review criteria. Major amendments rely on the criteria for either preliminary or final plans, depending on the amendment in question, so only one set of criteria would be reviewed.

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: While the proposed structures for this development are similar in style to the other homes built in Subarea C, Staff feels that the updated exteriors provide sufficient variety to comply with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Major Amendment to the Redwood Vandalia Planned Unit Development. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Major Amendment.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for Phase III of the Redwood Vandalia development. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

**New Business – PC 25-0008 – Planned Unit Development and Preliminary Plan
Towns at Cassel Grove (600 Corporate Center Drive)**

Mr. Hammes introduced Case PC 25-0008. Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development. The property is owned by the Hague Corporation.

Mr. Hammes described the proposed subdivision, noting that the 72 homes in this neighborhood would be a detached townhome design. This affords homeowners the advantages of a single-family lot, with rear and side yards, while still providing a unique townhome aesthetic.

Mr. Hammes discussed the history of the site, explaining that the parcel was one of the few parcels in the City with the O – Office zoning. The parcel had been zoned to O – Office several decades ago, with the intent of building an office building or office complex. No such development ever happened, and a large-scale office development is less likely in 2025 than it would have been in decades past. The owners of the property had identified this Medium-Density Residential development had been identified as a viable alternative use.

Mr. Hammes discussed the Airport Environs Overlay (AEO) as applied to this parcel. He noted that the parcel was south of the 70 DNL area, which would prevent the construction of Single-Family homes. The 65 DNL area, which encompasses almost the entire site, permits Single-Family Residential development of the type proposed. There are no issues with the AEO that would prevent the proposed development.

Mr. Hammes described the lot design. He reported that the proposed lots had a minimum width of 35 feet. This is larger than the lot width for attached townhomes (22'), but narrower than the typical width for single-family homes in the RSF-4 district (55').

Mr. Hammes noted that one lot at the northeast end of the site would be reserved for a model home.

Mr. Hammes described the proposed green space, noting that the entire site would have an open space buffer between this development and adjacent properties. There would also be a buffer between Phases I and II of the development. A small tot lot is reserved at the northwest end of the site. A 40-foot buffer would be preserved to the east, between this development and the homes on Damian Street.

Mr. Hammes discussed the density of the proposed development. He explained that the development would have 4.96 dwellings per acre. The Zoning Code requires single-family residential PUDs to have fewer than 6 dwellings per acre. Attached townhomes would need to meet the multi-family standard of 12 dwellings per acre, making this development less dense than the alternative.

Mr. Hammes described the roadways proposed for the development. The existing cul-de-sac at Corporate Center Drive would be removed in favor of two side streets with three cul-de-sacs. The Fire Division has reviewed the layout, and has no objections to the proposed design with regards to emergency access. All roads would be public right-of-way.

Mr. Hammes added that there would be no road connection to Pool Avenue. A pedestrian walkway would be provided at the north end of the site, connecting this development to the existing neighborhood to the east.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial” due to the O – Office zoning, and that all O – Office parcels in the City were designated as Neighborhood Commercial. In this case, the parcel does not have the interconnectivity or access to fit the intent of the Neighborhood Commercial designation, and the business types intended for that designation would not be viable on this property. Further, the proposed Medium Density Residential use would be consistent with the Medium Density Residential neighborhood to the east. In closing, Mr. Hammes stated his view that the proposed development was consistent with the goals and intent of the Comprehensive Plan if not the specific designation.

Mr. Hammes listed the permitted uses for the site. Single-Family Residential homes would only be permitted on the numbered building lots. Passive open space uses would be permitted on all lots in the development, and accessory uses would be permitted as required by the code.

Mr. Hammes discussed the development standards for the development. He explained that the building lots would be 35 feet in width with 25-foot front and rear yards. Side yards would be set at a minimum of 5.5 feet, which would create at least 10 feet of distance between homes. Open Space lots would have different standards, locking them into at least 1 acre in size. The tot lot would be a 55-foot lot, as proposed.

Mr. Hammes explained that single-family residential PUDs generally include requirements for different home styles and colors, in order to encourage variety in designs and break up monotony. All garages would be required to accommodate two vehicles. Architectural Standards not set by the PUD would default to the standards of the RSF-2 district.

Mr. Hammes discussed the remaining standards for the development. Several corner lots would be oriented to match adjacent homes, and any lots on curves would have their frontage measured at the setback line as is standard for cul-de-sac lots. Other standards not set by the PUD (such as lot design) would default to the standards of the RMF district, owing to the size of the lots proposed here.

Mr. Hussong acknowledged that living near an airport is something that residents in this area are used to dealing with.

Mr. Hussong expressed concern over access within the development, given that there is only one path in and out of the development. In the event of an emergency, residents who need to leave might not be able to get past emergency equipment and first responders.

Mr. Hammes replied that the code did not require a second exit, based on the level of traffic expected from the development. Further, he noted that the vicinity did not lend itself to an additional exit. Mr. Hussong replied that the site does need to be developed, but that he wanted to make sure the issue with access to and from the site was being reviewed. Mr. Hammes confirmed that staff would review that issue and identify alternatives.

Mr. Plant asked about the target buyer for these homes. Ms. Cox invited the applicant to the podium.

Mr. Rob Smith, with DR Horton, addressed the Commission as applicant. He thanked the Commission for considering the application. He described DR Horton as “America’s Homebuilder”, and noted that the company was excited to expand into Southwest Ohio. The company has built communities in Clayton, Xenia, New Carlisle, Huber Heights, and new communities in Troy and Butler Township.

Mr. Smith added that the company had been in Ohio for five years. His office, based in Cincinnati, serves the Cincinnati and Dayton markets. The company staffs its offices with local employees who know the area and are familiar with the local community.

Mr. Smith explained that their initial proposal for this site involved traditional attached townhomes. The detached townhome product had seen some success in other markets, offering the best of both worlds, and the proposal was revised to offer this new type of home. The detached townhome offers the best of both worlds, with a townhome style of home and the private backyard.

Mr. Smith confirmed that his company would be willing to work with the City to expand the pedestrian walkway with bollards and other upgrades, so that the walkway could serve as an emergency access (or egress) if needed.

Mr. Aaron Horn, of DR Horton, added that the company had provided a packet of information about the development. He thanked staff for the detailed presentation.

Ms. Cox, echoing Mr. Plant’s earlier question, asked about the target audience for this type of home. Mr. Horn replied that these homes were targeted to buyers who want a smaller property to maintain and who may not want to share walls with their neighbors. Empty nesters and young urban professionals were mentioned as two target demographics. He added that families with dogs prefer having a fenced-in backyard (as opposed to a shared common backyard).

Mr. Smith added that some families may also take an interest in the site, noting that easy pedestrian access to nearby parks would benefit families with young children.

Mr. Plant asked about the idea of empty nesters buying homes with two stories. Mr. Smith replied that some empty nesters were comfortable with having a single staircase. He suggested that this unique product will find unique buyers who see that this product fits their lifestyle.

Ms. Cox asked about the location of the development and whether its isolated location or its proximity to the airport could cause problems. Mr. Smith replied that job growth in the area and proximity to the highway would highlight this as a safe, relatively affordable development in a strategic location.

Mr. Horn added that the neighborhood would be designed so as to set it apart from the adjacent properties. He discussed the green space provided in the plan and the pedestrian access to Pool Ave.

Mr. Hussong asked for clarification on the walkability. Mr. Horn replied that the Helke Park area, including recently upgraded pickleball courts, would be a major amenity for residents in this development.

Ms. Cox asked about buffering around the site. Mr. Horn referred to the Landscaping Plan, discussing the proposed plantings at the edges of the property. He noted that some areas were considered wetlands, which limited what they could plant. He pointed out that the plan called for preserving as much mature growth (including trees) as possible.

Mr. Smith added that a buffer area would be preserved along the east side of the development. His company's interest is in making every lot viable, so that they do not have unsold property.

Ms. Cox asked about the price point for the proposed homes. Mr. Smith replied that these homes in the current market would sell in the \$270,000 to \$310,000 price range. He reiterated his company's position that there is a market for homes in this price range.

Hearing no further questions from the Commission, Ms. Cox opened the public portion of the meeting.

Mr. John Seagraves of 3353 Hertlein Lane, addressed the Commission. He explained that he was one of several residents who negotiated the zoning to O-2 when the owner at the time wanted Industrial. There was work done at that time that was not allowed, and he and his neighbors have fought that for a long time. He added that he and his neighbors have septic systems.

Mr. Seagraves challenged the prices offered by the applicant. He argued that the property would be ideal for a medical office, and that medical companies in the region are eager to build new medical offices. He suggested that the owners of the property had not properly marketed the site, which is why it had not sold.

Mr. Seagraves argued that no empty nester would buy a home with a staircase.

Mr. Seagraves reported that he had not received a letter 40 years ago, and that he had not received a letter for this meeting. He thanked his neighbor for letting him know about the meeting. He added that his wife is in the hospital, and that he would be leaving once he concluded his remarks.

Mr. Seagraves stated that he had grown up in West Virginia, and that the proposed homes resembled "company homes".

Mr. Seagraves argued that the site had not been maintained, and that the City had not required them to properly maintain their land. When the current owner bought the property, they were aware that the land was zoned O-2.

Mr. Seagraves noted that he has emergency vehicles on his street every day.

Mr. Seagraves discussed water issues with the property. He said that the development of the site would send water into his backyard. As a real estate agent, he argued that the property would not be marketable.

Mr. Seagraves asked if the City had investigated the builder, arguing that the company has been involved in a number of lawsuits in other states.

Mr. Seagraves asked the Commission to turn down the application. He argued that the homes built on this site should match the homes on Damian Street. Any development on the site should match the current zoning.

Mr. Donnie Donathan of 515 Damian Street, addressed the Commission. He reminded the Commission that he had opposed a previous proposal for industrial zoning on this property, and that he opposes this rezoning. He displayed a petition of residents in the area who also opposed the development.

Mr. Donathan requested that Mr. Hammes stop receiving illegitimate proposals. He argued that the City should have rejected the application outright due to the number of homes proposed.

Mr. Donathan stepped away from the podium to refer to the displayed map of the proposed development. He argued that, if developed, the site would send a large amount of stormwater into his property and the properties of his neighbors. He reported that the area behind his home retained water due to poorly designed storm drains. He complained that the City had ignored his complaints about the issue.

Mr. Donathan argued that the current owners have not maintained the property, and that a new owner should be required to do so.

Mr. Donathan discussed drainage issues from 23 years ago along Pool Avenue and Damian Street.

Mr. Donathan argued that the stormwater for the development would flood his basement when the retention area overflows.

Mr. Donathan argued that Mr. Hammes should have rejected this proposal due to his stormwater concerns.

Mr. Donathan suggested that he could buy one of these homes for \$200,000 and rent it out as an Air BNB. He argued that no one would pay that much for homes near the airport and Tackett Trees.

Mr. Donathan stated that he wanted this development stopped. He stated that his petition featured over 30 signatures, and that he had prevented spouses and children from signing – one signature per address only.

Mr. Donathan argued that the Homeowners' Association would become bankrupt, and that kids could drown in the retention areas if no one maintains the site.

Mr. Donathan argued that he has an ownership interest in the fifty-foot area behind his house, because he had maintained it for fifty years.

Mr. Donathan asked for nice homes on the property, preferring homes that would sell for \$450,000.

Stepping away from the podium, Mr. Donathan encouraged the audience to sign the petition.

Hearing no further comments, Ms. Cox closed the public meeting.

Mr. Plant asked the applicant to address the stormwater concerns. Mr. Smith replied that he expected some concern from adjacent property owners about the stormwater. In general, his company intends to improve the site and the stormwater flow within the area. He introduced his engineer to address the details of their proposal.

Mr. Ryan Lefeld, with Choice One Engineering, addressed the Commission. The retention ponds proposed are there for stormwater management and treatment. The requirement is that stormwater is analyzed both before and after the proposed development, and that the development cannot release more stormwater than the current level of the site.

Mr. Lefeld reported that the development has to follow normal downstream flow for stormwater, and that no drainage can be directed into neighboring backyards or other properties.

Mr. Hussong asked about the Carriage Hills development in Huber Heights. Mr. Smith replied that his company had done a small part of that development.

Mr. Plant asked for clarification about the stormwater. Mr. Lefeld replied that stormwater may currently run over the ground into adjacent properties. Once the development is in place, water that comes from the development would be directed to the proposed ponds, which would then outlet into the storm sewer system. The storm water that normally goes into backyards would be intercepted before it reaches adjacent properties.

Ms. Cox asked if the roadway design would impact stormwater. Mr. Hammes replied that the roadways would be public roadways, and as such they would need to comply with City and Ohio EPA standards for stormwater. Mr. Lefeld added that the City has additional standards in their Stormwater Protection Plan that would govern the site.

Mr. Graham added that the roadways were designed to be wider than standard. Mr. Cron confirmed this, noting that the 37' width proposed is six feet wider than the usual 31' standard.

Mr. Plant expressed concern about the traffic flow within the development, noting that the design of the site may result in on-street parking that could restrict traffic flow.

Hearing no further comments, Ms. Cox moved on to the Review Criteria.

Planned Unit Development District Review Criteria

Recommendations and decisions on Planned Unit Development applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed Planned Unit Development furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed Planned Unit Development is necessary to accommodate the style of home intended for this site. The detached townhome-style structures proposed would not be feasible in a standard zoning district.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the site has adequate access to transportation, utilities, and other required public services.

Mr. Plant and Ms. Cox agreed with the staff comment. Mr. Hussong disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Given the location and nature of the proposed development, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Given the proposed preservation of green space as part of this development, Staff feels that the proposed Planned Unit Development complies with this review criteria.

Mr. Hammes noted that the project is required to have no negative impact on the vicinity with regards to storm water management, and that the staff comment reflects that requirement.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body respectively finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

Ms. Cox agreed with the staff comment. Mr. Hussong and Mr. Plant disagreed. The Planning Commission disagreed with the staff comment by a vote of 2-1.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

Mr. Hussong asked for clarification on review criterion K. Mr. Hammes replied that the review criteria apply to all PUD proposals, regardless of type. Mr. Hussong noted that a business use would create more stormwater issues than the proposed residential use. Mr. Hammes confirmed that the aggregate stormwater from the site must be maintained or improved by the new use, whatever that new use might be.

Mr. Hussong and Ms. Cox agreed with the staff comment. Mr. Plant disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: Given the variety of home designs and their thematic similarities, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply. Guest parking spaces provided along common areas meet the code's requirements for such parking spaces.

Mr. Hammes noted that the only additional parking proposed in this development would be street parking at the center of the development (near the cluster mailboxes), along the northwest cul-de-sac, and at the tot lot.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Planned Unit Development for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Planned Unit Development.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Mr. Donathan stepped to the podium and began to speak. Ms. Cox stated that the public portion of the meeting had closed. Mr. Donathan handed his petition to the chair, and reported that the City would be hearing from his attorney.

New Business – PC 25-0009 – Rezoning – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0009. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

Mr. Hammes explained that R&R Takhar Oil Company, a current Vandalia business, wished to consolidate its operations onto one property. They propose a new corporate office building, a fueling station with convenience retail, and a truck facility to maintain the company's fleet of fuel trucks.

Mr. Hammes added that the fueling station use would require Highway Business zoning, while the truck facility would require Industrial zoning.

Mr. Hammes described the surrounding zoning as a blend of I – Industrial and O/IP – Office / Industrial Park districts. The proposed Industrial zoning would fit well with the industrial parcels in the vicinity. Highway Business zoning is not present, but the location of the site near I-75 makes an HB zoning reasonable for this site.

Mr. Hussong asked about the volume of trucks stored at and serviced by the proposed truck facility. Mr. Hammes replied that the applicant was present and would be able to provide that information.

Mr. Hussong asked about access to the site. Mr. Hammes explained that there would be two curb cuts for the office parcel and one each for the truck facility and fueling station. An additional point of access may be established between the adjacent property and the fueling station, but that that arrangement would be negotiated between the two property owners.

Ms. Cox invited the applicant to the podium.

Mr. Richard Drake, of Drake Architecture, spoke on behalf of the applicant. In response to Mr. Hussong, Mr. Drake reported that Takhar Oil operates 50 vehicles servicing over 75 fueling stations. 8 to 10 trucks would be stored on this property at any one time.

Mr. Drake explained that the company needs additional office space to bring their entire operation together on one property. The fueling station would be a test store where they can showcase their operations and try new things.

Mr. Drake noted that he had lived in the area for years, and that he was surprised that this property had remained vacant for so long. This parcel is a natural fit for the proposed use, and a fueling station on this side of the highway would be successful.

Mr. Hussong asked if the flow of traffic at this site would be similar to the company's existing site. Mr. Drake confirmed that it would.

Ms. Cox asked if the area was already saturated with fuel stations. Mr. Drake replied that there were only three fueling stations in the vicinity, and none of them were on this side of the highway.

Hearing no further comments, Ms. Cox closed the public portion of the meeting.

Zoning Map Amendment Review Criteria

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.¹

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed rezoning furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

¹ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed rezoning is consistent with the City's goals and policies generally, and that it is not inconsistent with the Comprehensive Plan.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed rezoning is necessary due to changing conditions, namely the long-planned expansion of commercial uses along the Benchwood Road corridor.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed rezoning from the O/IP – Office / Industrial Park district to the HB – Highway Business and I – Industrial districts, respectively. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed rezoning.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

New Business – PC 25-0010 – Conditional Use (Truck Facility) – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0010. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests Conditional Use approval for a Truck Facility in the I – Industrial district. The request involves two parcels totaling 1.814 acres +/-, located at 3675 Wyse Road in the City of Vandalia.

Mr. Hammes explained that the project involves a truck facility at the north end of the site. Truck facilities are conditional uses in the I – Industrial district. He noted that this particular truck facility would only service trucks owned by the company itself, and would not be open to the public as such.

Mr. Hammes added that there would be no amenities provided for truck drivers. The 9,000 square foot structure would be used for maintenance and repair of trucks.

Mr. Hammes pointed out that the applicant would need to improve Homestretch Road by widening the west side of the road to meet the requirements of the Thoroughfare Plan.

Mr. Hammes reported that Staff recommended three conditions. These were listed as follows:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Hammes explained that these conditions were not unusual for a facility of this type. Condition 1 requires that the site be rezoned to Industrial before the conditional use goes into effect. Condition 2 would require that the two parcels set aside for this use be combined. Condition 3 requires that all roadway improvements be installed according to the Director of Public Service's standards.

Mr. Richard Drake returned to the podium to speak on behalf of the applicant. He explained that the facility would have a small break room and restrooms for employees working on trucks, but will otherwise have no amenities for drivers.

Mr. Hammes pointed out that the plan included no provisions for large fuel tanks or equipment for loading fuel into the company's fuel tanker trucks. Mr. Drake confirmed that there would be no fuel products stored on-site. He added that any fuel trucks stored on-site would be stored empty.

Hearing no further questions, Ms. Cox closed the public portion of the meeting.

Ms. Cox noted that the current application is a much better use than previous proposals for this property.

Conditional Use Permit Criteria

Ms. Cox read the conditional use permit criteria into the record. The Planning Commission shall not recommend in favor of an application for a conditional use permit unless it finds the following:

- (1) The establishment, maintenance, or operation of the conditional use would not be detrimental to or endanger the public health, safety, morals or general welfare;

Staff Comment: Given that this facility would not be open to the public, Staff feels that the use would meet this criterion as proposed.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Conditional Use Permit Criteria (Cont'd)

- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or will not substantially diminish and impair property value within the neighborhood;

Staff Comment: Staff feels that the conditional use would not be injurious to the use and enjoyment of other property in the vicinity, nor would property values be negatively impacted.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Staff Comment: The proposed conditional use does not appear likely to impede the development or improvement of any surrounding property.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) Adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;

Staff Comment: The proposal includes provisions for adequate utilities, drainage, roadway improvements, and other necessary facilities.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) Adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets;

Staff Comment: The design of the site provides appropriate access to and from Homestretch Road. The proposed conditional use is not expected to significantly impact traffic conditions on either roadway.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The conditional use will be located in a district where such use is permitted and that all requirements set forth in this code and applicable to such conditional use will be met.

Staff Comment: Staff feels the conditional use will be located in a district where such use is conditionally permitted, and all requirements set forth in the code applicable to this use have been or will be met.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended **approval** for the proposed conditional use of a Truck Facility in the I – Industrial district with the following conditions:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Plant made a motion to recommend approval of the proposed conditional use, with the conditions as laid out by Staff. Mr. Hussong seconded the motion.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed conditional use permit with three conditions.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Communications

Mr. Hammes noted that the reorganizational meeting would be held at the first meeting with all five members present - including a new member who would fill the current vacancy. Mr. Hammes also wished Mr. Arnold a speedy recovery.

Mr. Hammes confirmed that the July 22nd meeting had been cancelled for lack of an agenda. He added that he expected to have at least one application for the meeting on August 12th.

Mr. Hammes reminded the Commission of the joint Planning Commission / BZA training scheduled for July 29.

Mr. Hammes (belatedly) welcomed Mr. Hussong to the Planning Commission, and thanked him for volunteering to serve.

Adjournment

Ms. Cox asked for a motion to adjourn. Mr. Hussong made the motion. Mr. Plant seconded the motion. The vote passed 3-0.

Mr. Atkins adjourned the meeting at 8:40 p.m.

Acting Chairperson

MEMORANDUM

TO: Kurt Althouse, City Manager
FROM: Michael Hammes, AICP, City Planner
DATE: July 14th, 2025
SUBJECT: PC 25-0008 – Planned Unit Development – 600 Corporate Center Drive

General Information

Owner(s): Hague Corporation
PO Box 218
Covington, Ohio 45318

Applicant: DR Horton
4705 Duke Drive, Suite 250
Mason, Ohio 45040

Jeff Puthoff, P.E.
Choice One Engineering

Existing Zoning: Office (O)
Airport Environs Overlay (AEO)¹

Proposed Zoning: Planned Unit Development (PUD)
Airport Environs Overlay (AEO)

Location: 600 Corporate Center Drive

Parcel(s): B02 01018 0005

Acreage: 14.494 acres +/-

Related Case(s): None

Requested Action: Approval

Exhibits: 1 – Application Materials
2 – Proposed Preliminary Plan
3 – Proposed Home Elevations
4 – Letters of Justification

¹ Portions of Proposed Lots 1, 2, and 7, as well as the proposed Tot Lot and the northwestern parcel of open space, are all in the 70 DNL area of the Airport Environs Overlay. The remainder of the site is in the 65 DNL area.

Application Background

Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development. The property is owned by the Hague Corporation.

DR Horton seeks to develop the site as a residential subdivision. As proposed, the development would feature 72 single-family residential lots.

The applicant has proposed a Planned Unit Development for the site. A letter of justification has been submitted detailing their rationale for the proposed PUD. The approval of a PUD for this development would lock the site into the proposed layout, forcing the applicant (or their successor) to comply with the plan as approved by Council.²

The applicant seeks approval of both the Planned Unit Development itself, with development standards set forth herein, and a preliminary plan.

Current Zoning / Use

The site is in the O – Office zoning district, and was originally intended to facilitate new office structures or similar uses.

The property is currently vacant. As part of the proposed development, the current cul-de-sac of Corporate Center Drive would be vacated in favor of new public streets, as shown on the preliminary plan.

Staff notes that a small portion of the north end of the site is in the 70 DNL area of the Airport Environs Overlay. Among other restrictions, the 70 DNL area does not permit new single-family housing. The proposed development is designed to keep the building pads for all residential structures in the less restrictive 65 DNL area, where new single-family homes are permitted.³

The boundaries of the Airport Environs Overlay are determined using technical data and measurements of noise generated by and related to flight operations at the Dayton International Airport. Nothing in this proposed Planned Unit Development would result in a change to those boundaries.

² See also Zoning Code Section 1214.08. No development can commence unless and until a Final Plan is approved by Council, with said Final Plan conforming to the Preliminary Plan approved as part of this application.

³ With regard to the standards of the Airport Environs Overlay, the applicant's proposed preliminary plan and supplemental data constitutes an appropriate development plan compliant with Section 1220.02(i).

Surrounding Zoning / Uses

The surrounding area is a blend of business and residential uses. Several commercial businesses lay to the north, followed by Dayton International Airport. Residential properties along Peters Pike, Hertlein Lane, and Damian Street back up to the site on the other three sides.

Surrounding zoning districts are as follows:

Direction	District
North	O – Office, O/IP – Office / Industrial Park, HB – Highway Business
South	RSF-3 – Residential Single-Family Butler Twp R-3 – Single Family Residential
East	RSF-3 – Residential Single-Family
West	RSF-2 – Residential Single-Family Butler Twp R-3 – Single Family Residential

Proposed Structures

The applicant has provided sample elevations for the types of homes intended for this development, with DR Horton slated to be the homebuilder.

Homes proposed for the development would be a narrower townhome-style design, as shown in the attached elevations. In their letter of justification, the applicant describes the neighborhood as “...an urban ‘village’, with homes that offer attached townhome-like functionality but in a detached format...”.⁴

The detached format described results in narrower lots with minimal side yards. The homes would be separate structures with their own individual lots and would be governed as single-family detached homes under the requirements of the zoning code (despite their similarity to attached townhome-style multi-family developments).

One such home, on proposed Lot 72, would be set aside as a model home and sales office.

One monument sign is proposed at the north end of the development, as shown. The sign would be required to meet the requirements of Chapter 1236 – Sign Standards.

The proposed plan calls for open space around the perimeter of the site and between Phases 1 and 2. A 40’ buffer area would be preserved along the eastern edge of the site, between this development and the neighboring homes on Damien Street. A small tot lot is also proposed at the north end of the development.

⁴ Applicant’s Letter of Intent

Land Use Density

The proposed Land Use Density for the site is based on the number of dwelling units per acre. In this instance, with 72 homes proposed on 14.494 acres, we have a gross density of 4.96 Dwelling Units per acre.

Section 1226.06 of the Vandalia Zoning Code requires that Planned Unit Developments shall not exceed 6 Dwelling Units per acre for single-family developments.

Proposed Roadways

The development would be served by three new cul-de-sacs, as shown. These roadways would connect to Corporate Center Drive. All proposed roadways will meet the City's standards for roadway design and construction.

While this development will not be connected to the adjacent neighborhood along Damian Street and Pool Avenue, there will be a pedestrian walkway to provide some level of connectivity.

Comprehensive Plan

The 2020 Comprehensive Plan designates this site as part of a Neighborhood Commercial area matching the east side of Corporate Center Drive.⁵ This designation was applied to parcels in the NB – Neighborhood Business, OR – Office Residential, and O – Office zoning districts, as well as undeveloped PUD parcels with similar use profiles.

Typically, businesses in the Neighborhood Commercial area provide services to nearby neighborhoods and adjacent residential areas.⁶ With no interconnectivity between Corporate Center and Pool Avenue, the potential for development that meets this standard is low. Further, the site has been vacant for more than 40 years, which also suggests a reduced potential for commercial development.

Due to the O – Office zoning, a multi-tenant office building might be suitable on this site. Recent market trends, both within the Miami Valley generally and in Vandalia specifically, have moved away from this type of development. While the O – Office zoning (and the Neighborhood Commercial designation) may have been more viable in decades past, they do not appear to represent the most appropriate use at present.

In this instance, with this specific pattern of facts, Staff finds that the proposed development would be consistent with the overall goals of the Comprehensive Plan, despite the noted inconsistency with the Neighborhood Commercial designation.

⁵ City of Vandalia Comprehensive Plan, Page 55.

⁶ City of Vandalia Comprehensive Plan, Page 57. In relevant part: "Neighborhood commercial is intended to serve residents in close proximity with a low intensity commercial product. Development should be small in scale and complement adjacent development patterns. These uses should serve the everyday needs of nearby residents and employees and can include boutique retail, convenience stores, pharmacies, and restaurants..."

Covenants and Restrictions

The development will be served by a Homeowner's Association operating under a set of covenants and restrictions. The reserve lots and other common areas will be maintained by this Homeowner's Association.

Development Standards⁷

The Planned Unit Development district is intended to allow for a flexible development that does not strictly adhere to the standards of one district. In this instance, the applicant proposes a development with narrow lots favoring a townhome-style structure.

The proposed site is divided into 72 buildable lots, each of which is intended for a single-family residential structure. Three additional areas are reserved for passive open space, outdoor recreation, or stormwater detention.

The following development standards will apply to the proposed PUD:

1. Permitted Uses

Permitted Uses shall be limited to the following:

- a. Single-Family Residential Housing (Lots 1-72 only)
- b. Passive Parks, Open Space, Outdoor Recreation, and Natural Areas
- c. Accessory Uses as permitted in the RSF-1 District⁸

2. Site Development Standards

SITE DEVELOPMENT STANDARDS – PC 25-0008							
Lots	Minimum Lot Area (Square Feet)	Minimum Lot Frontage (Feet)	Maximum Impervious Surface Coverage	Minimum Setbacks (Feet)			Maximum Building Height (Feet)
				Front Yard	Side Yard (Each Side)	Rear Yard	
1-72	3,600	35	65%	25	5.5	25	35
Reserve Lot A (Tot Lot)	5,000	55	N/A	25	10	N/A	N/A
Reserve Lots B-C (Open Space)	43,560	100	N/A	N/A	N/A	N/A	N/A

⁷ All Lot Numbers and Designations (i.e. Lot 42, Reserve Lot A, etc.), as well as preliminary road designations (i.e. Proposed Road A, etc.) shall refer to the approved Preliminary Development Plan for the Towns at Cassel Grove Subdivision, unless otherwise noted.

⁸ Vandalia Zoning Code, Section 1224.01(d)(8)A.

Development Standards (cont'd)

3. Architectural Standards

The following architectural standards shall apply to all residential dwellings constructed on Lots 1 through 72, inclusive, except as otherwise noted herein.

- (a) Garages shall be designed to accommodate no fewer than two passenger vehicles.
- (b) No two Dwelling Units with the same elevation and exterior color package shall be permitted on either side of each other and directly across the street for each other.
- (c) In all other instances, and for all other aspects relating to architectural standards, the requirements of the RSF-2 district shall apply.

4. Other Standards

- a. Lots 4 and 65 shall be oriented so that the driveway and primary façade of any residential dwelling faces to the south.
- b. Lot 35 shall be oriented so that the driveway and primary façade of any residential dwelling faces to the north.
- c. Lots 7-10, 24-29, 45-51, and 61-63, inclusive, being located along curves, knuckles, and/or cul-de-sacs, shall have frontage measured at a setback of 25' due to the curvature of the front property line.
- d. Standards not otherwise listed as part of the Development Standards for this Planned Unit Development shall conform to the standards of the RMF Residential Multi-Family district.

Phasing Plan

If approved, the applicant intends to construct this development in two phases. Development of Phase I would be anticipated in spring 2026, with homes beginning construction in fall 2026. The pace of sales would dictate the beginning of Phase II, but development is expected to start in mid-2027. Completion of both phases of the project is anticipated before the end of 2028.

Review and Recommendation

Planned Unit Development District Review Criteria

Recommendations and decisions on Planned Unit Development applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.⁹

1. The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed Planned Unit Development furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

2. The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

3. The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed Planned Unit Development is necessary to accommodate the style of home intended for this site. The detached townhome-style structures proposed would not be feasible in a standard zoning district.

The Planning Commission agreed with the staff comment by a vote of 3-0.

4. The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the site has adequate access to transportation, utilities, and other required public services.

Mr. Plant and Ms. Cox agreed with the staff comment. Mr. Hussong disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

⁹ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

Planned Unit Development District Review Criteria (Cont'd)

5. The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Given the location and nature of the proposed development, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

6. The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Given the proposed preservation of green space as part of this development, Staff feels that the proposed Planned Unit Development complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

7. The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

8. The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body respectively finds that the preliminary plan does the following:¹⁰

¹⁰ Vandalia Zoning Code, Section 1214.08(d) – Planned Unit Development Review Criteria

Preliminary Plan Review Criteria (cont'd)

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

Ms. Cox agreed with the staff comment. Mr. Hussong and Mr. Plant disagreed. The Planning Commission disagreed with the staff comment by a vote of 2-1.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria (cont'd)

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: Given the variety of home designs and their thematic similarities, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply. Guest parking spaces provided along common areas meet the code's requirements for such parking spaces.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

At its regular meeting of July 8th, 2025, the Planning Commission voted 3-0 to recommend **approval** of the proposed Planned Unit Development of the Towns at Cassel Grove.

During the same meeting, the Planning Commission also voted 3-0 to recommend **approval** of the proposed Preliminary Plan.

The recommendation of the Planning Commission on both items is hereby forwarded to Council for their consideration.



Date: June 13, 2025

City of Vandalia Planning Commission

333 James E. Bohanan Memorial Dr.
Vandalia, OH 45377

Re: Rezoning Application – Parcel ID #B02 01018 0005 (Address: Corporate Center Drive)

Dear Members of the Planning Commission,

On behalf of D.R. Horton, I respectfully submit this application for the rezoning of Parcel #B02 01018 0005 from O - Office to PUD - Planned Unit Development. The proposed development thoughtfully transforms this long vacant 14.515-acre office site into a vibrant, high-quality residential neighborhood aligned with the goals outlined in the *Vision Vandalia Comprehensive Plan*.

Project Summary

The proposed community, The Towns at Cassel Grove, is designed to feature 72 single-family detached homes (4.96 lots per acre), creating a livable neighborhood while preserving 5.431 acres (37.4%) as open space. The site layout includes new public streets, greenspaces, and pedestrian connections to the adjacent subdivision, enhancing walkability with the nearby elementary school and city parks.

Our proposed homes, detailed in the attached presentation, fit on a 35' x 99' and 35' x 103' typical lot size. The homes will feature fee simple ownership, and the common spaces will be owned and managed by the Homeowner's Association (HOA). The single-family detached product for this location targets an empty nester or young urban professional seeking an alternative to the current housing options offered in the north Dayton marketplace. The lots have a 25' front yard setback, a 25' rear yard setback, and a 5.5' side yard setback. The proposed adjustment of the side yard setback from 7.5', as identified in the PUD code, to 5.5' is to support the creation of an urban 'village', with homes that offer attached townhome-like functionality but in a detached format – providing modern, walkable, community-oriented living.

Additionally, the proposed development includes maintaining a minimum 40-foot buffer with the existing woods along the eastern property line to provide a natural separation from the existing homes along Damian Street and Pool Avenue. This preserved greenspace will help maintain privacy, minimize visual impact and protect the character of the surrounding neighborhood. The current proposal includes sidewalk pedestrian connectivity to Pool Avenue but not a vehicular connection. All traffic from the neighborhood would be routed to Peters Pike or National Road from the existing Corporate Center Drive entrance.

Alignment with Vision Vandalia

The proposed rezoning directly supports several key policies and values articulated in the *Vision Vandalia Comprehensive Plan*:

- **Housing Choice and Diversity:** The plan identifies a growing need for “quality, affordable housing options for senior and young adult populations” (page 83). DR Horton proposes to offer single-family detached homes that fill the gap between larger traditional homes and higher-density multifamily units, making it ideal for both young professionals and empty nesters.
- **Efficient Land Use & Infill Development:** By redeveloping an underutilized parcel with existing infrastructure in place, the project addresses the Plan's call to “make more efficient use of land” and “align with the aspirations of the community” (page 40).



- **Open Space and Connectivity:** With over 37% of the site preserved as open space and integrated sidewalk access to neighboring residential areas, this development embodies the Plan's values of connected, green, and pedestrian-friendly neighborhoods (pages 34, 71, and 98-99).
- **Character and Identity:** The architectural design of the homes (see attached renderings) reflects the community's desire for neighborhoods with a distinct sense of place and cohesive aesthetic (pages 26–28). Streetscape treatments and open areas reinforce a welcoming, walkable identity in line with the Plan's broader city branding goals. These qualities reflect the City's aspiration to create "welcoming, family-oriented" communities (page 28).

Compatibility and Community Enhancement

This request recognizes that the market for office development on this parcel has diminished and that high-quality residential infill is a more viable and community-oriented use. Our project will strengthen nearby property values, provide diversified housing stock, and activate the corridor with attractive homes and thoughtful site design.

We believe this rezoning represents a responsible and forward-looking step for the City of Vandalia and look forward to the opportunity to collaborate with the city to realize this vision.

Thank you for your consideration.

Sincerely,

Aaron M. Horn

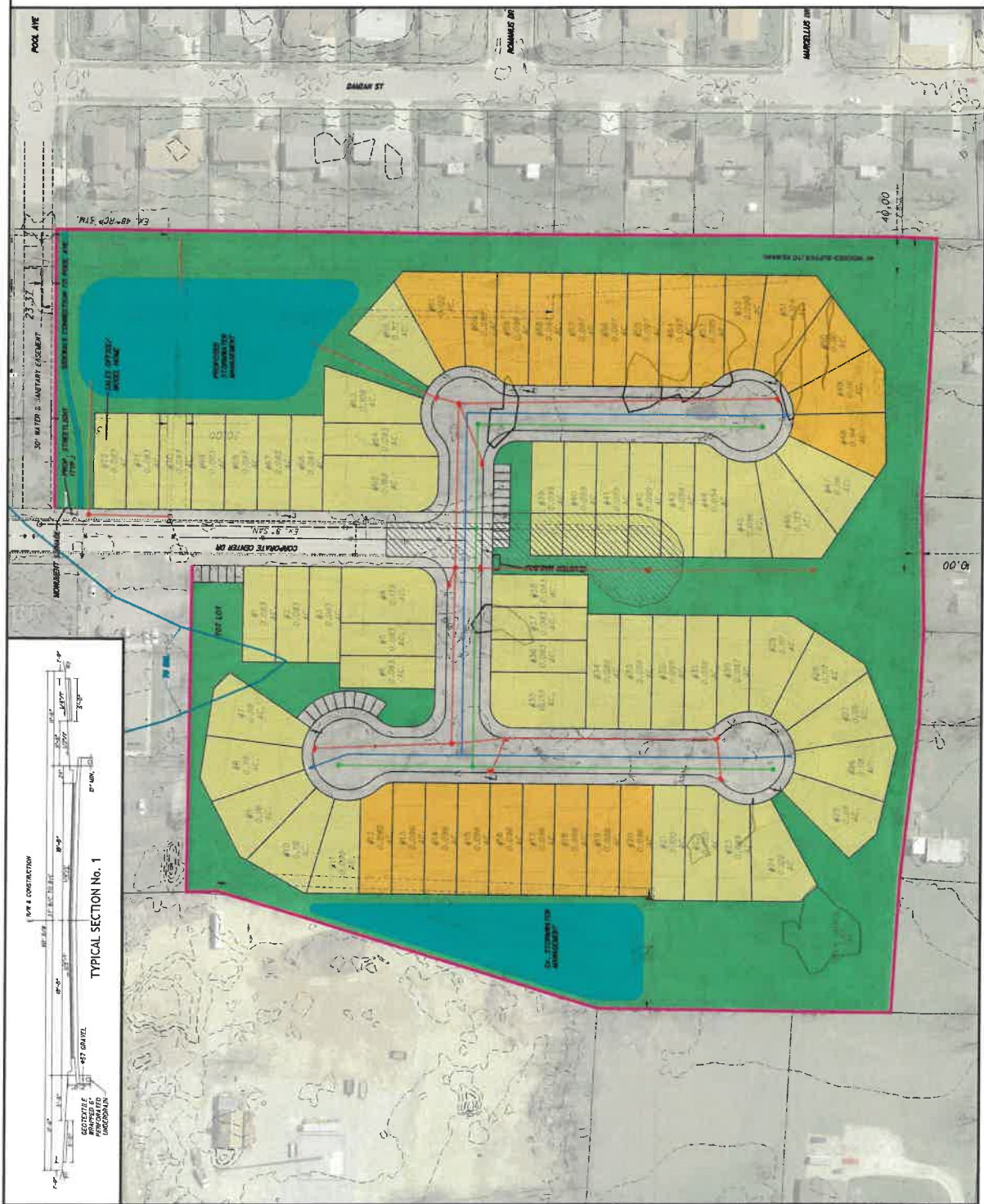
Aaron Horn

Land Acquisition

D.R. Horton | Cincinnati & Dayton Division

Attachments:

- Conceptual Site Plan
- DRH Presentation

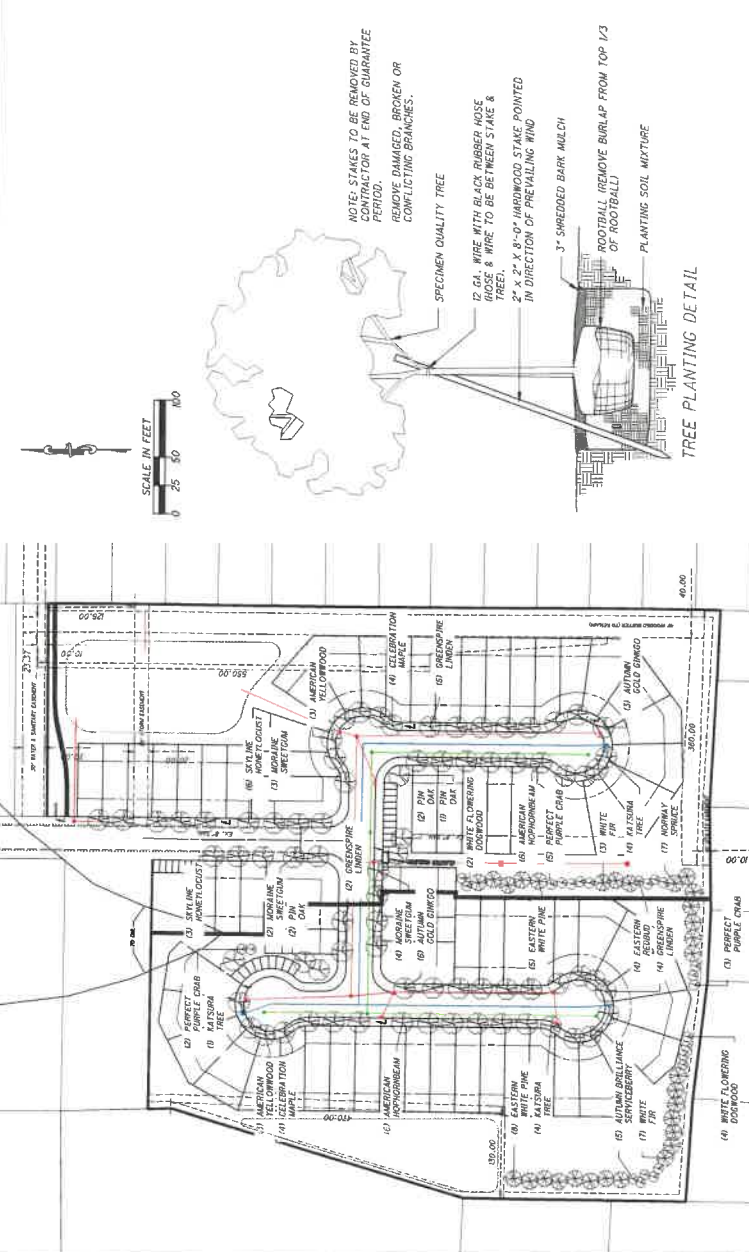


GENERAL NOTES

- [illegible]

INSTALLATION NOTES

- A. IF NOT PREVIOUSLY APPARENT, LOCATE ROOT FLARE BY REMOVING TWINE, BURIALP, AND EXCESS SOIL.
- B. DIG THE HOLE AT LEAST TWO TIMES DEEPER THAN THE TREE BALL, WITH SIDES SLOPED TO AN UNCOMPACTED OR FIRM BASE. DIG HOLE TO A DEPTH SO THAT THE ENTIRE PLANT, AT THE FIRST ORDER LATERAL ROOT, WILL BE AT A FINISHED GRADE.
- C. LIFT ONLY FROM THE BOTTOM OF THE ROOT BALL, POSITION TREE ON FIRM PAD THAT IT IS STRAIGHT AND TOP OF ROOT FLARE IS LEVEL WITH THE SOIL.
- D. REMOVE ALL TWINE FROM THE ROOT BALL. IF PRESENT, REMOVE AND DISCARD AT LEAST THE TOP ONE HALF OF THE TREE BASKET. BURIALP SHALL BE REMOVED FROM THE TOP TO A POINT HALFWAY DOWN THE ROOT BALL AND DISCARDED.
- E. GROUND AND POTENTIAL GROUNDING ROOTS OF SECONDARY/ADVENTITIOUS, BRANCHES SHALL BE REMOVED.
- F. MATCH THE ENTIRE PLANTING SURFACE WITH MULCH APPLIED NO LESS THAN 2 INCHES DEEP AND NO MORE THAN THREE INCHES DEEP. LEAVING THREE INCHES OF MULCH ON THE SURFACE.
- G. IDENTIFY AND LABEL ALL PLANT SPECIES, GROWTH OR CLIMATIC SPECIES AND TYPE IDENTIFIED IN PLANT SPECIFICATION. GROWTH OR CLIMATIC CONDITIONS SIMILAR TO THOSE IN LOCALITY OF THE WORK.
- H. PROVIDE HEALTHY, TALL, SOUND, VIGOROUS PLANT MATERIALS, FREE FROM PLANT DISEASE, INJURY, OR DEFECTS. PLANT MATERIALS MUST BE ROOTED, FRESHLY DIG, NURSERY GROWN, WELL-DRAINED, UNSELECTED, UNSTRESSED, AND WELL-PROPORTIONED, PARTICULARLY WITH RESPECT TO THE WIDTH-HEIGHT RELATIONSHIP.
- I. EXAMINED FOR BROKEN BRANCHES, BROKEN BALL AND LOOSE TOP BALL ARE. REMOVE BROKEN BRANCHES, BROKEN BALL, AND LOOSE TOP BALL ARE.
- J. BURIALP IF APPLICABLE. HOLE, PLUMB AND STRAIGHT, REMOVE 5" TOP OF BURIALP, PUT MULCH ON TOP OF HOLE.
- K. SATURATE SOIL WITH WATER WHEN THE HOLE IS HALF FULL OF TOPSOIL, AND WHEN THE HOLE IS FULL.
- L. WATER THE PLANT. PLANT LIFE WHEN AMBIENT TEMPERATURES MAY DROP BELOW 35 DEGREES F OR RISE ABOVE 90 DEGREES F.



TREE PLANTING DETAIL



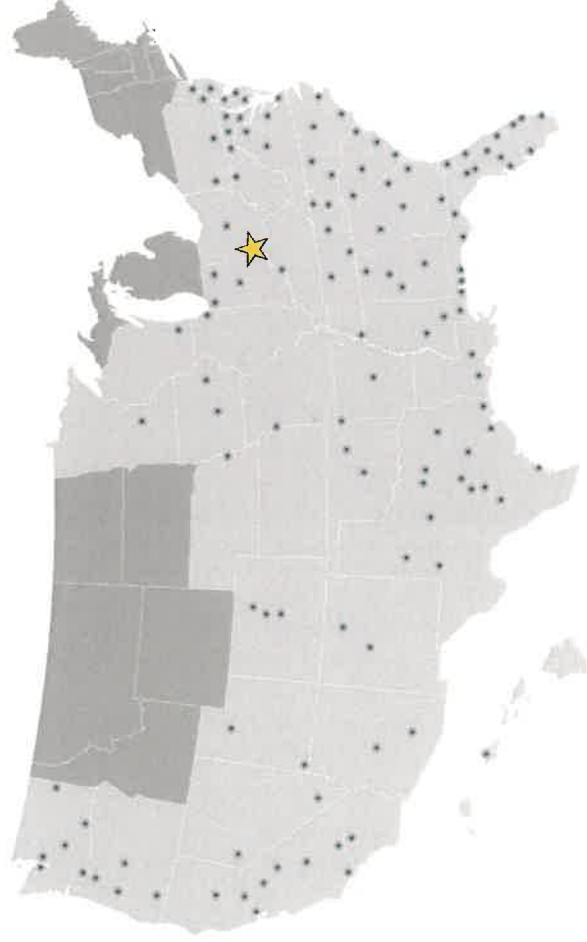
MONUMENT SIGNAGE EXAMPLE F

PLANTING SCHEDULE		SIZE	ROOT
QTY./COMMON NAME	COMMON NAME		
1 TREES			
1	ASIAN TREE	2" CAL.	8/8
2	WYOMING SPRUCE	2" CAL.	8/8
3	NORWAY SPRUCE	7" HGT.	8/8
4	WHITE FIR	7" HGT.	8/8
5	AUTUMN BRILLIANCE SERVICEBERRY	2" CAL.	8/8
6	RED TWIG DOGWOOD	2" CAL.	8/8
7	GREENSPRING LINEN	2" CAL.	8/8
8	CELEBRATION MAPLE	2" CAL.	8/8
9	AMERICAN HOPHORNBEAM	2" CAL.	8/8
10	AMERICAN HORNBEAM	2" CAL.	8/8
11	NORWAY SWEETGUM	2" CAL.	8/8
12	WHITE FLOWERING DOGWOOD	2" CAL.	8/8
13	EASTERN REDBUD	2" CAL.	8/8
14	WHITE FLOWERING DOGWOOD	2" CAL.	8/8
15	RED TWIG DOGWOOD	2" CAL.	8/8
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317	EASTERN REDBUD	2" CAL.	8/8
318	AMERICAN YELLOWWOOD	2" CAL.	8/8
319	EASTERN REDBUD	2" CAL.	8/8
320	AMERICAN YELLOWWOOD	2" CAL.	8/8
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325	EASTERN REDBUD	2" CAL.	8/8
326	AMERICAN YELLOWWOOD	2" CAL.	8/8
327	EASTERN REDBUD	2" CAL.	8/8
328	AMERICAN YELLOWWOOD	2" CAL.	8/8
329	EASTERN REDBUD	2" CAL.	8/8
330	AMERICAN YELLOWWOOD	2" CAL.	8/8
331			





36 states | **126** markets



23

AMERICA'S BUILDER

years as America's largest volume homebuilder

>1.1M

DELIVERED

homes since our inception in 1978

60%

% FIRST TIME HOME BUYERS

who used DHI Mortgage

85%

HOME SALES REVENUE

from the sale of single-family detached homes

\$372.5K

AVERAGE SALES PRICE

of homes closed during the quarter

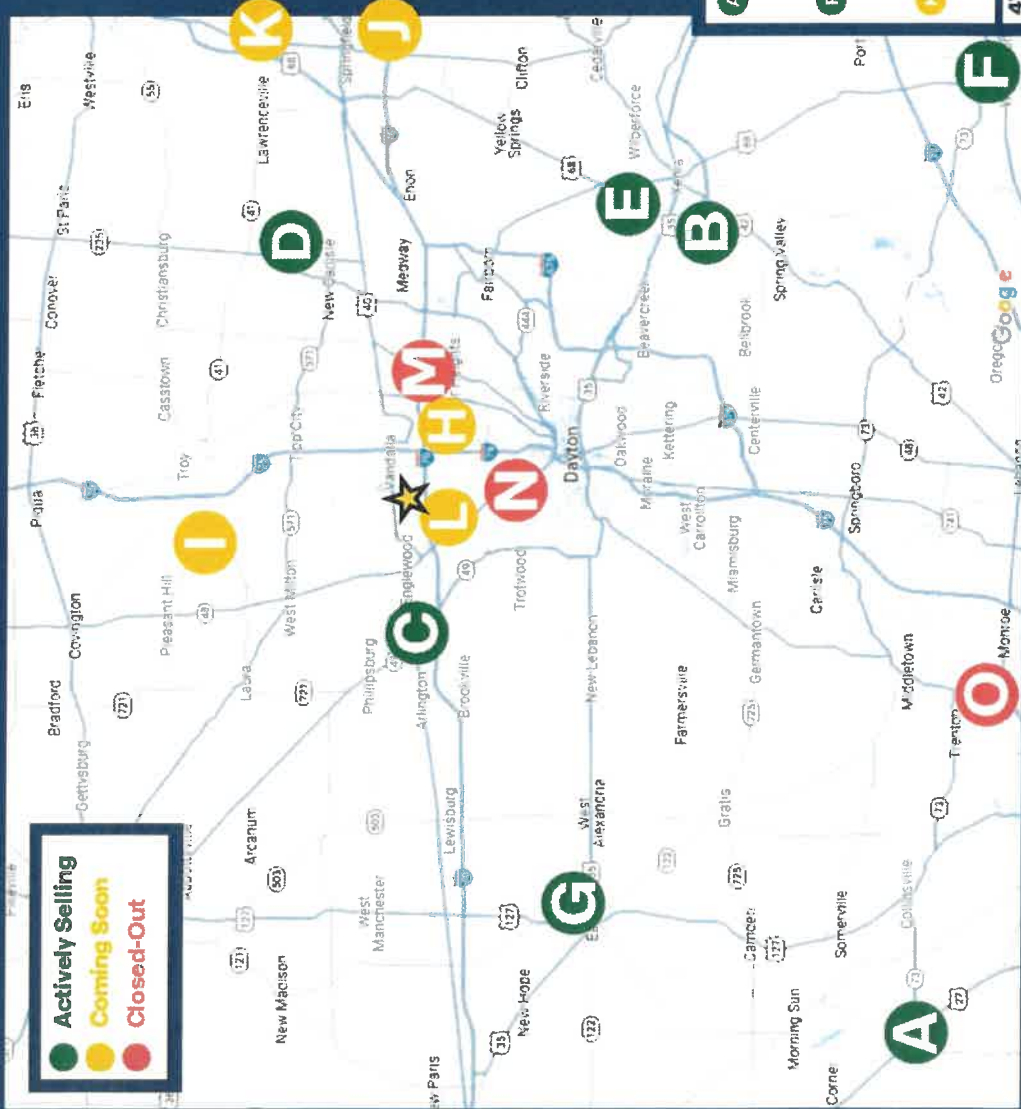
Dayton Communities



Actively Selling

Coming Soon

Closed-Out



A Owls' Landing Oxford, OH	B Edenbridge Xenia, OH	C Wenger Village Clayton, OH	D Reserve at Honey Creek New Carlisle, OH	E Grandstone Trace Xenia, OH
F Creekview Wilmington, OH	G Georgetown Village Eaton, OH	H Canal Heights Huber Heights, OH	I Reserve at Cliff Oaks Troy, OH	J Sycamore Ridge Springfield, OH
K Liberty Place Moorefield Twp, OH	L Yorkshire Reserve Butler Twp, OH	M Carriage Trails Huber Heights, OH	N Bartley Woods Dayton, OH	O Elk Creek Tranton, OH

4705 Duke Drive Suite 250, Mason, OH 45040



Wenger Village by D.R. Horton

4.9 ★★★★★ 45 Google reviews :



Owls' Landing by D.R. Horton

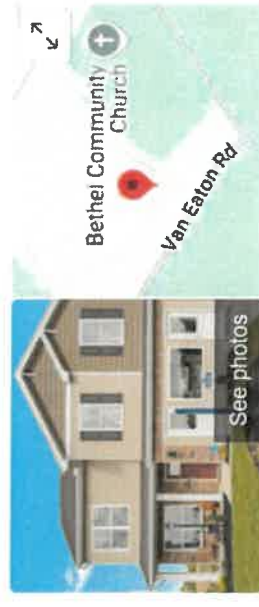
5.0 ★★★★★ 13 Google reviews :



Creekview by D.R. Horton

4.7 ★★★★★ 13 Google reviews

Home builder in Wilmington, Ohio



Edenbridge by D.R. Horton

5.0 ★★★★★ 84 Google reviews :

Home builder in Xenia, Ohio

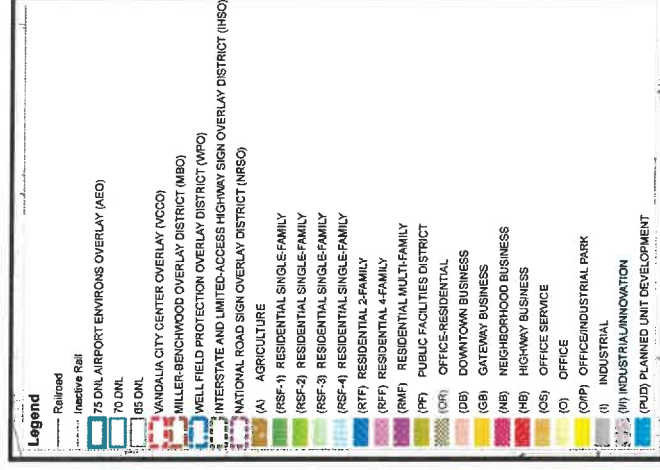
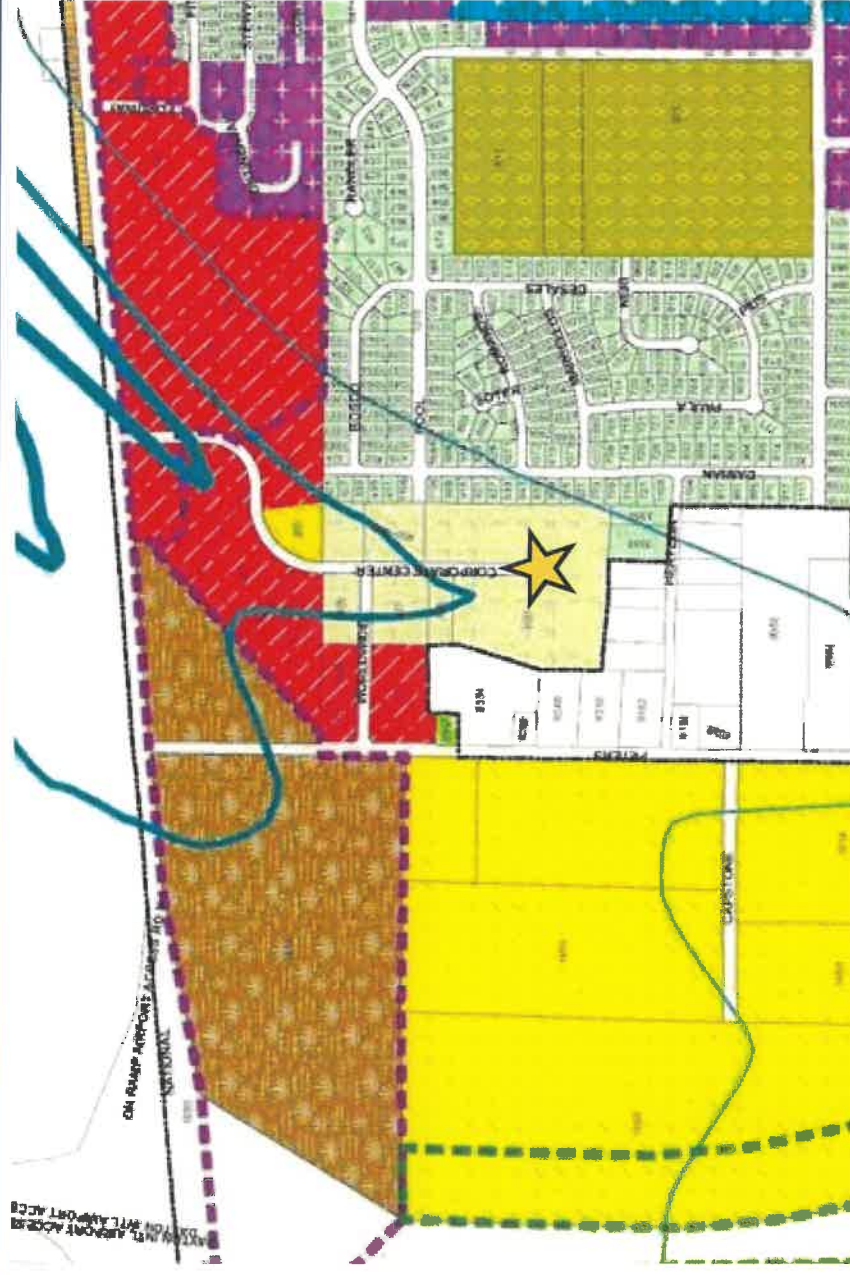


**Parcel ID #
B02 01018 0005**

**Address:
Corporate Center Drive**



LAND USE



Existing Zoning - Surrounding Properties

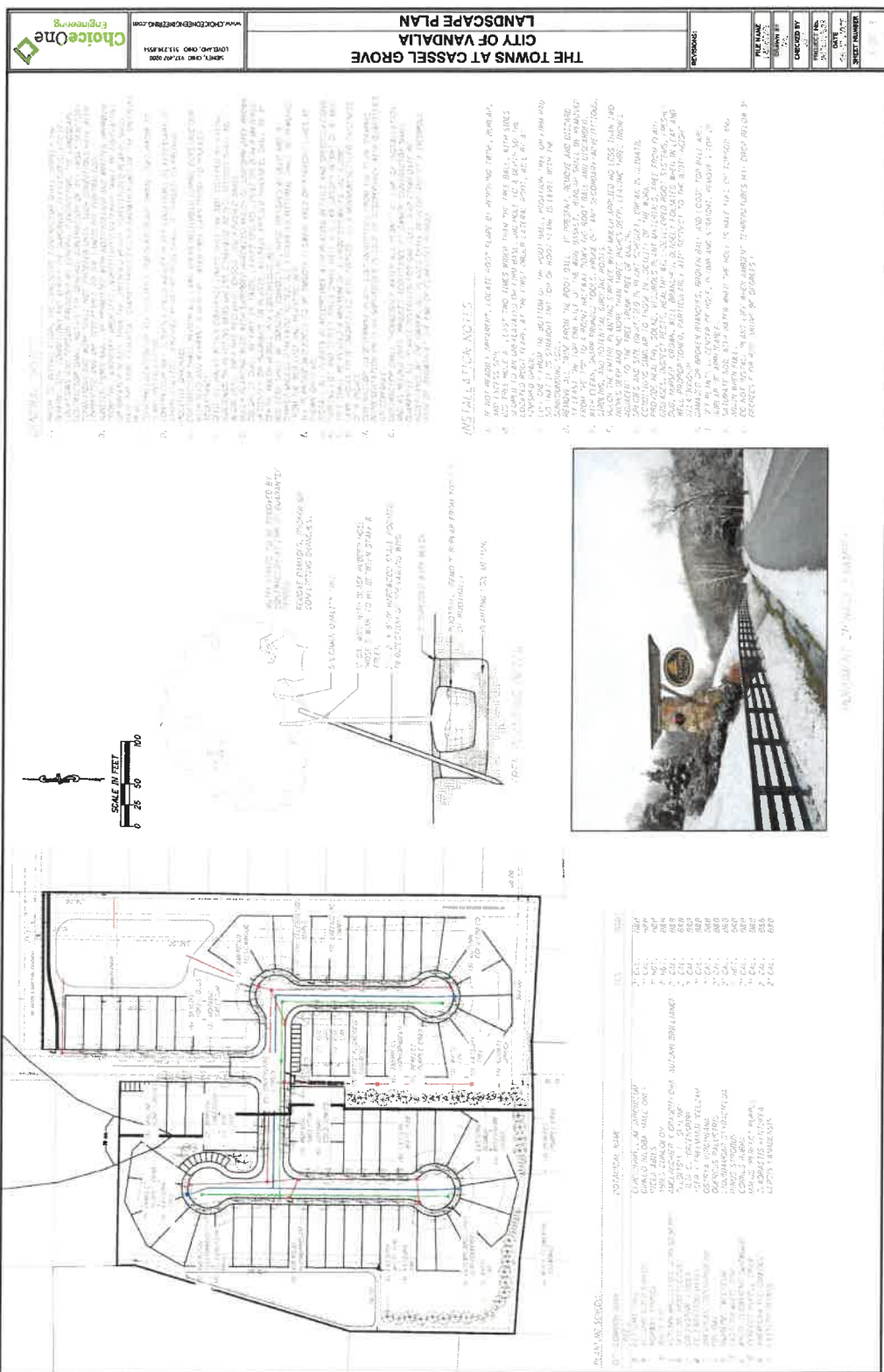
Subject Property: Office (O)

North: Office (O)

South: Residential Single-Family (RSF-3)

East: Residential Single-Family (RSF-3)

West: Butler Township - R-3 Single-Family Residential District



Efficient Land Use & Infill Development:

By redeveloping an underutilized parcel with existing infrastructure in place, the project addresses the Plan's call to "make more efficient use of land" and "align with the aspirations of the community" (page 40).

Open Space and Connectivity:

With over 37% of the site preserved as open space and integrated sidewalk access to neighboring residential areas, this development embodies the Plan's values of connected, green, and pedestrian-friendly neighborhoods (pages 34, 71, and 98-99).



Character and Identity:

The architectural design of the homes reflects the community's desire for neighborhoods with a distinct sense of place and cohesive aesthetic (pages 26–28).

Streetscape treatments and open areas reinforce a welcoming, walkable identity in line with the Plan's broader city branding goals. These qualities reflect the City's aspiration to create "welcoming, family-oriented" communities (page 28).



PRODUCT IMAGES



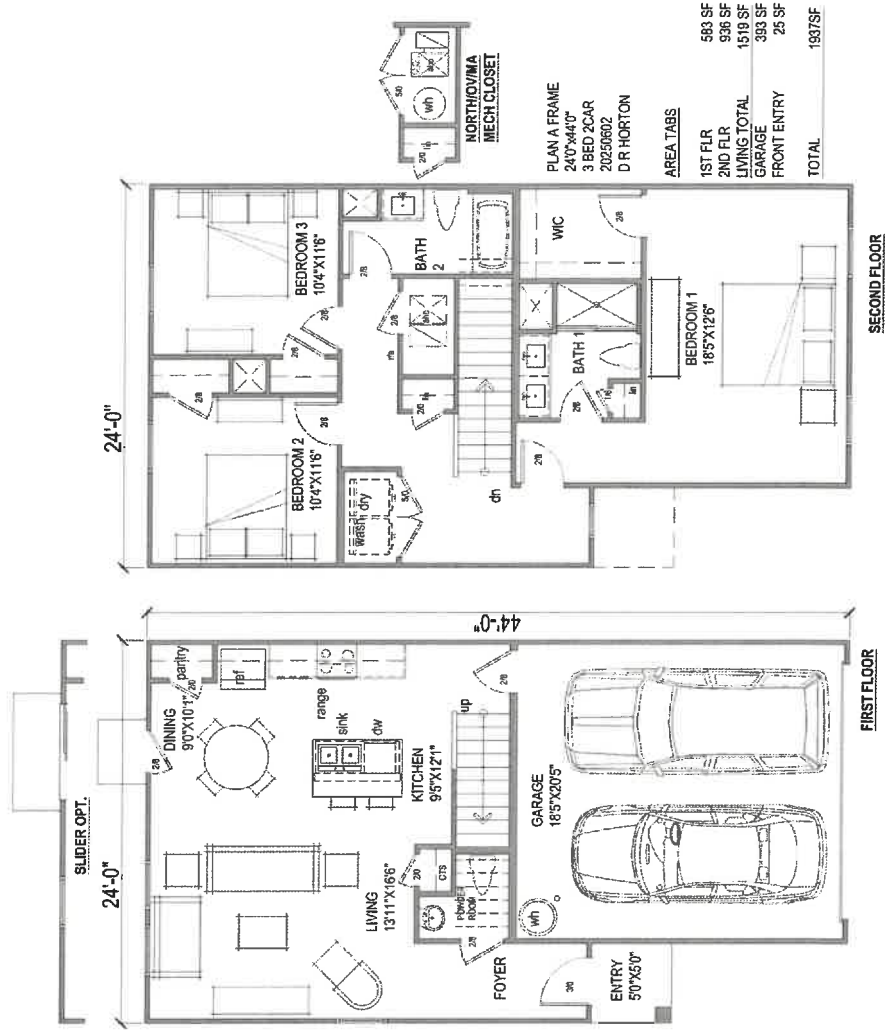
*Example renderings and images of single-family detached homes

PRODUCT IMAGES



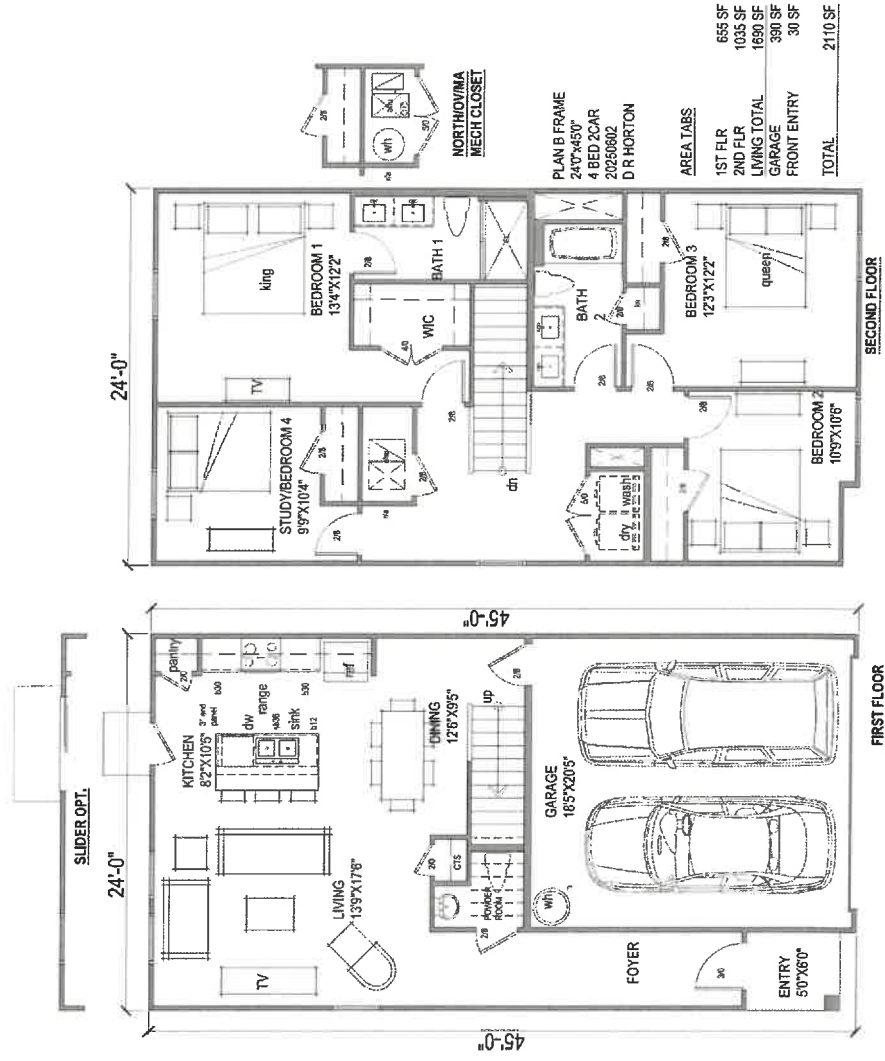
*Example renderings and images of single-family detached homes

FLOORPLAN - A
1,519 SQUARE FEET | 3 BED, 2.5 BATH



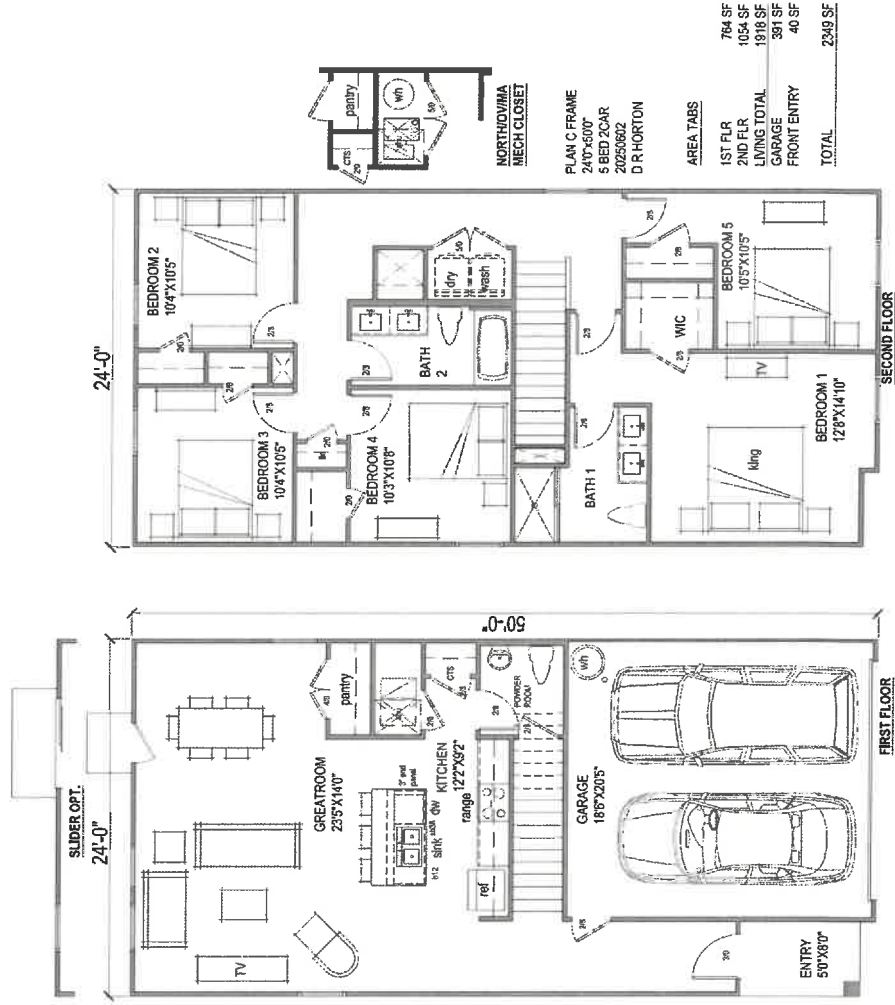
FLOORPLAN

FLOORPLAN - B
1,690 SQUARE FEET | 4 BED, 2.5 BATH



FLOORPLAN

FLOORPLAN - C
1,918 SQUARE FEET | 5 BED, 2.5 BATH



The attached petition was hand-delivered to Chairwoman Kristin Cox during the July 8th, 2025 meeting of the Vandalia Planning Commission.

The petition consisted of three pages and is included in its entirety.

Michael Hammes, AICP
City Planner

^{Petition}
The following Residence signatures "oppose"
The "Rezoning of 600 Corporate Center Drive,
Vandalia, Ohio 45377". Case PC 25-0008

From "Business District with restrictions" to
a "Townhouse Complex" of two (2) story single
homes. They will be made of wood siding. If
they are not sold, they will be used as "Rentals".
The plan calls for 72 units as well as a
retention pond. All of that to be built on
~~Eleven~~^{fourteen} acres. Currently "24" homes and "3"
businesses are on approximately "30" acres
adjoining this "opposed plan". Lots for the
units will be so small, on "1/4" (one quarter)
acres. Or less!

We the undersigned request the "Planning
Commission" to vote "NO" on the rezoning
of 600 Corporate Center Drive."

Name	Address	Signature
Jenna Lewis	533 Damian	Jenna Lewis
Jeff Sinnerman	609 Damian St	
Mark 	703 Damian St	
Suzanne McCray	709 Damian St	Suzanne McCray
Donald P. Schreier	721 Damian St	Donald P. Schreier
Jordan Braten	3315 Hertlein Lane	
Brian Wirth	3343 Hertlein Ln	

Name	Address	Signature
Barbara Gentry	1106 Pool Ave Vandalia Oh	Barbara Gentry
Douglas Ray Pymon	621 Damian St.	Douglas Pymon
C Enchia Cash	527 Damian St.	C
GREG MARSHALL	6023 DAMIAN ST	Greg Marshall
Bradley Simile	1105 Pool Ave.	NO
Micah S. Mullinix	521 Damian St	Micah Mullinix
Micah I Starks	3271 Hawthorne Lane	Micah Starks
Corey Main	9248 Peters Pike	Corey Main
Steve Baughman	508 Damian St.	Steve Baughman
TRISHA CORTES	1084 Pool Ave	Trisha Cortes
DONNA BUCKNER	574 DAMIAN ST	Donna Buckner
Jiles Lovedah	1077 Pool Ave	Jiles Lovedah
KELLY MADDUX	1072 POOL AVE	Kelly Maddux
JEFF HEINRICH	1064 POOL AVE	Jeff Heinrich
MICHELLE ARBAN	1053 POOL AVE	Michelle Arban
MELISSA RAMBO	1061 POOL AVE	Melissa Rambo
DALE W. LUKENS	808 DAMIAN ST.	Dale W. Lukens
Luis & Kelly Bolivar	520 Damian St	Kelly Bolivar
Mitchell N Jackson	526 Damian	Mitchell N Jackson
Cathy Donathan	515 Damian St	Cathy Donathan
SIGD MATHIN	1072 ROMANUSDA	Sigd Mathin
Sharon King	802 Damian St	Sharon King

Petition

N Additional signatures of residences who oppose rezoning of 600 Corporate Center Drive.
Case Number PC 25-0008

Name	Address	Signature
John Avul	1072 MALCOLM DR	John Avul
Ed BURKE	2337 UPPER TRENT	Ed Burke

Minutes of the City of Vandalia Planning Commission
July 8, 2025

Members Present:	Ms. Kristin Cox, Mr. Lucious Plant, Mr. Bob Hussong
Members Absent:	Mr. Dave Arnold
Staff Present:	Michael Hammes, City Planner Ben Graham, Zoning & Planning Coordinator Ben Borton, Director of Public Service Rob Cron, Assistant City Manager
Others Present:	Greg Thurman, John Seagraves, Rick Drake, Jovi Takhar, Boydon Boston, Steve Ponscheck, Ron Miller, Brian Wertz, Aaron Horn, Rob Smith, Ryan Lefeld, Trisha Cortes, Orlando Cortes, Don Donathan, Ed Burke, Missi Demoss, Nelson Demoss, David Whitlock

Call to Order

Ms. Cox called the meeting to order at 6:08 p.m.

Attendance

Ms. Cox noted that three members were present. Mr. Plant made a motion to excuse Mr. Arnold. Mr. Hussong seconded. The motion carried 3-0.

Approval of Minutes of the Planning Commission

Mr. Hussong made a motion to approve the May 13th, 2025 minutes. Mr. Plant seconded the motion. The motion carried 5-0.

Swearing in of Attendees Wishing to Speak at Meeting

The attendees were sworn in.

Old Business

Mr. Hammes confirmed that there was no Old Business on the agenda.

New Business – PC 25-0007 – PUD Amendment and Preliminary Plan – Redwood Phase III

Mr. Hammes introduced Case PC 25-0007. Todd Foley, of POD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

Mr. Hammes described the history of the Redwood Vandalia PUD. He noted that the Redwood development was originally approved in 2019 as a mixed-use commercial and multi-family residential development. Phases I and II of the Redwood development feature 171 multi-family units. Phase I was completed in 2024, and Phase II is under construction.

Mr. Hammes explained that two additional parcels were set aside for commercial uses fitting the standards of the Office / Industrial Park district. Parcel 3, located south of Park Center Drive, was approved for an assisted living facility in 2022. That project was later cancelled. Redwood Vandalia now seeks to expand into a Phase III on this parcel.

Mr. Hammes discussed the proposed amendment to the Redwood Vandalia PUD. He explained that the applicant wished to add “Multi-Family Residential” as a permitted use on parcels 2 and 3. Because this change would increase the number of dwelling units in the development, it qualifies as a Major Amendment and requires Council approval. This change is the only change to the PUD standards proposed.

Mr. Hammes reviewed the revised Preliminary Plan for Phase III. He noted that the proposed residential buildings would be similar in architectural style and design to the homes built in Phases I and II. While the development would continue to primarily feature two-bedroom units, a limited number of one-bedroom and three-bedroom units are also included in the plan for Phase III. He also discussed signage along Park Center Drive, stating that a blade sign depicted in the proposal would be replaced by a permanent sign to comply with the City’s signage regulations. Importantly, Mr. Hammes clarified that the current Preliminary Plan applies only to Parcel 3, and any future development of Parcel 2 would require a separate plan amendment.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial”, owing to the proposed uses available at the time the plan was drafted. Had Phase III been proposed initially, rather than the assisted living facility or some related use, the site would have been designated “Medium Density Residential” to match the first two phases of the Redwood development. As such, the proposed Phase III is consistent with the goals of the plan, if not the specific designation.

Mr. Hammes reported that the development would be managed by Redwood as a rental community, so there would be no covenants or homeowners’ association.

Mr. Hammes noted that the standards that applied to the initial phases of the development would apply to residential development in this area, with the exception of a required buffer area at the southwest end of Phases I and II (since that buffer already exists).

Mr. Hammes reported that construction was expected in late 2026, following the completion of Phase II. The proposed phasing plan for this site would see construction completed in 2028.

Mr. Hussong asked about the density of Phase III, referencing the number of dwelling units and the different unit sizes. Mr. Hammes replied that the preliminary plan refers to dwelling units in the aggregate, with the calculation of density taking only the raw number of units into account. The Final Plan approval would be where the applicant would need to show specific utility capacities and designs.

Ms. Cox opened the public portion of the meeting, and invited the applicant forward.

Mr. Greg Thurman of Redwood Vandalia addressed the Commission on behalf of the applicant. He confirmed that the number of bedrooms in Phase III would be the equivalent of 59 two-bedroom units, and that the number of one-bedroom units would balance out the number of three-bedroom units.

Mr. Thurman reported that Phase I was 99% leased, with a waiting list for Phases I and II. With the decline of assisted living facilities following the COVID pandemic, the Provision Living agreement had been cancelled. With parcel 3 now available, the expansion of the Redwood development is now a viable option on this site.

Ms. Cox asked about parcel 2, which would also be approved for multi-family residential uses if the amendment is approved. Mr. Thurman replied that there were no plans for a Phase IV at this time, due to the topography of the site. If a small development is proposed for that site in the future, amending the PUD now would remove the need to seek a second amendment at that time.

Hearing no further public comment, Ms. Cox closed the public portion of the meeting.

Review Criteria

Ms. Cox explained that the Commission would discuss the Preliminary Plan review criteria. Major amendments rely on the criteria for either preliminary or final plans, depending on the amendment in question, so only one set of criteria would be reviewed.

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: While the proposed structures for this development are similar in style to the other homes built in Subarea C, Staff feels that the updated exteriors provide sufficient variety to comply with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Major Amendment to the Redwood Vandalia Planned Unit Development. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Major Amendment.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for Phase III of the Redwood Vandalia development. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

New Business – PC 25-0008 – Planned Unit Development and Preliminary Plan Towns at Cassel Grove (600 Corporate Center Drive)

Mr. Hammes introduced Case PC 25-0008. Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development. The property is owned by the Hague Corporation.

Mr. Hammes described the proposed subdivision, noting that the 72 homes in this neighborhood would be a detached townhome design. This affords homeowners the advantages of a single-family lot, with rear and side yards, while still providing a unique townhome aesthetic.

Mr. Hammes discussed the history of the site, explaining that the parcel was one of the few parcels in the City with the O – Office zoning. The parcel had been zoned to O – Office several decades ago, with the intent of building an office building or office complex. No such development ever happened, and a large-scale office development is less likely in 2025 than it would have been in decades past. The owners of the property had identified this Medium-Density Residential development had been identified as a viable alternative use.

Mr. Hammes discussed the Airport Environs Overlay (AEO) as applied to this parcel. He noted that the parcel was south of the 70 DNL area, which would prevent the construction of Single-Family homes. The 65 DNL area, which encompasses almost the entire site, permits Single-Family Residential development of the type proposed. There are no issues with the AEO that would prevent the proposed development.

Mr. Hammes described the lot design. He reported that the proposed lots had a minimum width of 35 feet. This is larger than the lot width for attached townhomes (22'), but narrower than the typical width for single-family homes in the RSF-4 district (55').

Mr. Hammes noted that one lot at the northeast end of the site would be reserved for a model home.

Mr. Hammes described the proposed green space, noting that the entire site would have an open space buffer between this development and adjacent properties. There would also be a buffer between Phases I and II of the development. A small tot lot is reserved at the northwest end of the site. A 40-foot buffer would be preserved to the east, between this development and the homes on Damian Street.

Mr. Hammes discussed the density of the proposed development. He explained that the development would have 4.96 dwellings per acre. The Zoning Code requires single-family residential PUDs to have fewer than 6 dwellings per acre. Attached townhomes would need to meet the multi-family standard of 12 dwellings per acre, making this development less dense than the alternative.

Mr. Hammes described the roadways proposed for the development. The existing cul-de-sac at Corporate Center Drive would be removed in favor of two side streets with three cul-de-sacs. The Fire Division has reviewed the layout, and has no objections to the proposed design with regards to emergency access. All roads would be public right-of-way.

Mr. Hammes added that there would be no road connection to Pool Avenue. A pedestrian walkway would be provided at the north end of the site, connecting this development to the existing neighborhood to the east.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as "Neighborhood Commercial" due to the O – Office zoning, and that all O – Office parcels in the City were designated as Neighborhood Commercial. In this case, the parcel does not have the interconnectivity or access to fit the intent of the Neighborhood Commercial designation, and the business types intended for that designation would not be viable on this property. Further, the proposed Medium Density Residential use would be consistent with the Medium Density Residential neighborhood to the east. In closing, Mr. Hammes stated his view that the proposed development was consistent with the goals and intent of the Comprehensive Plan if not the specific designation.

Mr. Hammes listed the permitted uses for the site. Single-Family Residential homes would only be permitted on the numbered building lots. Passive open space uses would be permitted on all lots in the development, and accessory uses would be permitted as required by the code.

Mr. Hammes discussed the development standards for the development. He explained that the building lots would be 35 feet in width with 25-foot front and rear yards. Side yards would be set at a minimum of 5.5 feet, which would create at least 10 feet of distance between homes. Open Space lots would have different standards, locking them into at least 1 acre in size. The tot lot would be a 55-foot lot, as proposed.

Mr. Hammes explained that single-family residential PUDs generally include requirements for different home styles and colors, in order to encourage variety in designs and break up monotony. All garages would be required to accommodate two vehicles. Architectural Standards not set by the PUD would default to the standards of the RSF-2 district.

Mr. Hammes discussed the remaining standards for the development. Several corner lots would be oriented to match adjacent homes, and any lots on curves would have their frontage measured at the setback line as is standard for cul-de-sac lots. Other standards not set by the PUD (such as lot design) would default to the standards of the RMF district, owing to the size of the lots proposed here.

Mr. Hussong acknowledged that living near an airport is something that residents in this area are used to dealing with.

Mr. Hussong expressed concern over access within the development, given that there is only one path in and out of the development. In the event of an emergency, residents who need to leave might not be able to get past emergency equipment and first responders.

Mr. Hammes replied that the code did not require a second exit, based on the level of traffic expected from the development. Further, he noted that the vicinity did not lend itself to an additional exit. Mr. Hussong replied that the site does need to be developed, but that he wanted to make sure the issue with access to and from the site was being reviewed. Mr. Hammes confirmed that staff would review that issue and identify alternatives.

Mr. Plant asked about the target buyer for these homes. Ms. Cox invited the applicant to the podium.

Mr. Rob Smith, with DR Horton, addressed the Commission as applicant. He thanked the Commission for considering the application. He described DR Horton as “America’s Homebuilder”, and noted that the company was excited to expand into Southwest Ohio. The company has built communities in Clayton, Xenia, New Carlisle, Huber Heights, and new communities in Troy and Butler Township.

Mr. Smith added that the company had been in Ohio for five years. His office, based in Cincinnati, serves the Cincinnati and Dayton markets. The company staffs its offices with local employees who know the area and are familiar with the local community.

Mr. Smith explained that their initial proposal for this site involved traditional attached townhomes. The detached townhome product had seen some success in other markets, offering the best of both worlds, and the proposal was revised to offer this new type of home. The detached townhome offers the best of both worlds, with a townhome style of home and the private backyard.

Mr. Smith confirmed that his company would be willing to work with the City to expand the pedestrian walkway with bollards and other upgrades, so that the walkway could serve as an emergency access (or egress) if needed.

Mr. Aaron Horn, of DR Horton, added that the company had provided a packet of information about the development. He thanked staff for the detailed presentation.

Ms. Cox, echoing Mr. Plant’s earlier question, asked about the target audience for this type of home. Mr. Horn replied that these homes were targeted to buyers who want a smaller property to maintain and who may not want to share walls with their neighbors. Empty nesters and young urban professionals were mentioned as two target demographics. He added that families with dogs prefer having a fenced-in backyard (as opposed to a shared common backyard).

Mr. Smith added that some families may also take an interest in the site, noting that easy pedestrian access to nearby parks would benefit families with young children.

Mr. Plant asked about the idea of empty nesters buying homes with two stories. Mr. Smith replied that some empty nesters were comfortable with having a single staircase. He suggested that this unique product will find unique buyers who see that this product fits their lifestyle.

Ms. Cox asked about the location of the development and whether its isolated location or its proximity to the airport could cause problems. Mr. Smith replied that job growth in the area and proximity to the highway would highlight this as a safe, relatively affordable development in a strategic location.

Mr. Horn added that the neighborhood would be designed so as to set it apart from the adjacent properties. He discussed the green space provided in the plan and the pedestrian access to Pool Ave.

Mr. Hussong asked for clarification on the walkability. Mr. Horn replied that the Helke Park area, including recently upgraded pickleball courts, would be a major amenity for residents in this development.

Ms. Cox asked about buffering around the site. Mr. Horn referred to the Landscaping Plan, discussing the proposed plantings at the edges of the property. He noted that some areas were considered wetlands, which limited what they could plant. He pointed out that the plan called for preserving as much mature growth (including trees) as possible.

Mr. Smith added that a buffer area would be preserved along the east side of the development. His company's interest is in making every lot viable, so that they do not have unsold property.

Ms. Cox asked about the price point for the proposed homes. Mr. Smith replied that these homes in the current market would sell in the \$270,000 to \$310,000 price range. He reiterated his company's position that there is a market for homes in this price range.

Hearing no further questions from the Commission, Ms. Cox opened the public portion of the meeting.

Mr. John Seagraves of 3353 Hertlein Lane, addressed the Commission. He explained that he was one of several residents who negotiated the zoning to O-2 when the owner at the time wanted Industrial. There was work done at that time that was not allowed, and he and his neighbors have fought that for a long time. He added that he and his neighbors have septic systems.

Mr. Seagraves challenged the prices offered by the applicant. He argued that the property would be ideal for a medical office, and that medical companies in the region are eager to build new medical offices. He suggested that the owners of the property had not properly marketed the site, which is why it had not sold.

Mr. Seagraves argued that no empty nester would buy a home with a staircase.

Mr. Seagraves reported that he had not received a letter 40 years ago, and that he had not received a letter for this meeting. He thanked his neighbor for letting him know about the meeting. He added that his wife is in the hospital, and that he would be leaving once he concluded his remarks.

Mr. Seagraves stated that he had grown up in West Virginia, and that the proposed homes resembled "company homes".

Mr. Seagraves argued that the site had not been maintained, and that the City had not required them to properly maintain their land. When the current owner bought the property, they were aware that the land was zoned O-2.

Mr. Seagraves noted that he has emergency vehicles on his street every day.

Mr. Seagraves discussed water issues with the property. He said that the development of the site would send water into his backyard. As a real estate agent, he argued that the property would not be marketable.

Mr. Seagraves asked if the City had investigated the builder, arguing that the company has been involved in a number of lawsuits in other states.

Mr. Seagraves asked the Commission to turn down the application. He argued that the homes built on this site should match the homes on Damian Street. Any development on the site should match the current zoning.

Mr. Donnie Donathan of 515 Damian Street, addressed the Commission. He reminded the Commission that he had opposed a previous proposal for industrial zoning on this property, and that he opposes this rezoning. He displayed a petition of residents in the area who also opposed the development.

Mr. Donathan requested that Mr. Hammes stop receiving illegitimate proposals. He argued that the City should have rejected the application outright due to the number of homes proposed.

Mr. Donathan stepped away from the podium to refer to the displayed map of the proposed development. He argued that, if developed, the site would send a large amount of stormwater into his property and the properties of his neighbors. He reported that the area behind his home retained water due to poorly designed storm drains. He complained that the City had ignored his complaints about the issue.

Mr. Donathan argued that the current owners have not maintained the property, and that a new owner should be required to do so.

Mr. Donathan discussed drainage issues from 23 years ago along Pool Avenue and Damian Street.

Mr. Donathan argued that the stormwater for the development would flood his basement when the retention area overflows.

Mr. Donathan argued that Mr. Hammes should have rejected this proposal due to his stormwater concerns.

Mr. Donathan suggested that he could buy one of these homes for \$200,000 and rent it out as an Air BNB. He argued that no one would pay that much for homes near the airport and Tackett Trees.

Mr. Donathan stated that he wanted this development stopped. He stated that his petition featured over 30 signatures, and that he had prevented spouses and children from signing – one signature per address only.

Mr. Donathan argued that the Homeowners' Association would become bankrupt, and that kids could drown in the retention areas if no one maintains the site.

Mr. Donathan argued that he has an ownership interest in the fifty-foot area behind his house, because he had maintained it for fifty years.

Mr. Donathan asked for nice homes on the property, preferring homes that would sell for \$450,000.

Stepping away from the podium, Mr. Donathan encouraged the audience to sign the petition.

Hearing no further comments, Ms. Cox closed the public meeting.

Mr. Plant asked the applicant to address the stormwater concerns. Mr. Smith replied that he expected some concern from adjacent property owners about the stormwater. In general, his company intends to improve the site and the stormwater flow within the area. He introduced his engineer to address the details of their proposal.

Mr. Ryan Lefeld, with Choice One Engineering, addressed the Commission. The retention ponds proposed are there for stormwater management and treatment. The requirement is that stormwater is analyzed both before and after the proposed development, and that the development cannot release more stormwater than the current level of the site.

Mr. Lefeld reported that the development has to follow normal downstream flow for stormwater, and that no drainage can be directed into neighboring backyards or other properties.

Mr. Hussong asked about the Carriage Hills development in Huber Heights. Mr. Smith replied that his company had done a small part of that development.

Mr. Plant asked for clarification about the stormwater. Mr. Lefeld replied that stormwater may currently run over the ground into adjacent properties. Once the development is in place, water that comes from the development would be directed to the proposed ponds, which would then outlet into the storm sewer system. The storm water that normally goes into backyards would be intercepted before it reaches adjacent properties.

Ms. Cox asked if the roadway design would impact stormwater. Mr. Hammes replied that the roadways would be public roadways, and as such they would need to comply with City and Ohio EPA standards for stormwater. Mr. Lefeld added that the City has additional standards in their Stormwater Protection Plan that would govern the site.

Mr. Graham added that the roadways were designed to be wider than standard. Mr. Cron confirmed this, noting that the 37' width proposed is six feet wider than the usual 31' standard.

Mr. Plant expressed concern about the traffic flow within the development, noting that the design of the site may result in on-street parking that could restrict traffic flow.

Hearing no further comments, Ms. Cox moved on to the Review Criteria.

Planned Unit Development District Review Criteria

Recommendations and decisions on Planned Unit Development applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed Planned Unit Development furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed Planned Unit Development is necessary to accommodate the style of home intended for this site. The detached townhome-style structures proposed would not be feasible in a standard zoning district.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the site has adequate access to transportation, utilities, and other required public services.

Mr. Plant and Ms. Cox agreed with the staff comment. Mr. Hussong disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Given the location and nature of the proposed development, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Given the proposed preservation of green space as part of this development, Staff feels that the proposed Planned Unit Development complies with this review criteria.

Mr. Hammes noted that the project is required to have no negative impact on the vicinity with regards to storm water management, and that the staff comment reflects that requirement.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body respectively finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

Ms. Cox agreed with the staff comment. Mr. Hussong and Mr. Plant disagreed. The Planning Commission disagreed with the staff comment by a vote of 2-1.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

Mr. Hussong asked for clarification on review criterion K. Mr. Hammes replied that the review criteria apply to all PUD proposals, regardless of type. Mr. Hussong noted that a business use would create more stormwater issues than the proposed residential use. Mr. Hammes confirmed that the aggregate stormwater from the site must be maintained or improved by the new use, whatever that new use might be.

Mr. Hussong and Ms. Cox agreed with the staff comment. Mr. Plant disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: Given the variety of home designs and their thematic similarities, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply. Guest parking spaces provided along common areas meet the code's requirements for such parking spaces.

Mr. Hammes noted that the only additional parking proposed in this development would be street parking at the center of the development (near the cluster mailboxes), along the northwest cul-de-sac, and at the tot lot.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Planned Unit Development for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Planned Unit Development.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Mr. Donathan stepped to the podium and began to speak. Ms. Cox stated that the public portion of the meeting had closed. Mr. Donathan handed his petition to the chair, and reported that the City would be hearing from his attorney.

New Business – PC 25-0009 – Rezoning – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0009. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

Mr. Hammes explained that R&R Takhar Oil Company, a current Vandalia business, wished to consolidate its operations onto one property. They propose a new corporate office building, a fueling station with convenience retail, and a truck facility to maintain the company's fleet of fuel trucks.

Mr. Hammes added that the fueling station use would require Highway Business zoning, while the truck facility would require Industrial zoning.

Mr. Hammes described the surrounding zoning as a blend of I – Industrial and O/IP – Office / Industrial Park districts. The proposed Industrial zoning would fit well with the industrial parcels in the vicinity. Highway Business zoning is not present, but the location of the site near I-75 makes an HB zoning reasonable for this site.

Mr. Hussong asked about the volume of trucks stored at and serviced by the proposed truck facility. Mr. Hammes replied that the applicant was present and would be able to provide that information.

Mr. Hussong asked about access to the site. Mr. Hammes explained that there would be two curb cuts for the office parcel and one each for the truck facility and fueling station. An additional point of access may be established between the adjacent property and the fueling station, but that that arrangement would be negotiated between the two property owners.

Ms. Cox invited the applicant to the podium.

Mr. Richard Drake, of Drake Architecture, spoke on behalf of the applicant. In response to Mr. Hussong, Mr. Drake reported that Takhar Oil operates 50 vehicles servicing over 75 fueling stations. 8 to 10 trucks would be stored on this property at any one time.

Mr. Drake explained that the company needs additional office space to bring their entire operation together on one property. The fueling station would be a test store where they can showcase their operations and try new things.

Mr. Drake noted that he had lived in the area for years, and that he was surprised that this property had remained vacant for so long. This parcel is a natural fit for the proposed use, and a fueling station on this side of the highway would be successful.

Mr. Hussong asked if the flow of traffic at this site would be similar to the company's existing site. Mr. Drake confirmed that it would.

Ms. Cox asked if the area was already saturated with fuel stations. Mr. Drake replied that there were only three fueling stations in the vicinity, and none of them were on this side of the highway.

Hearing no further comments, Ms. Cox closed the public portion of the meeting.

Zoning Map Amendment Review Criteria

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.¹

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed rezoning furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

¹ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed rezoning is consistent with the City's goals and policies generally, and that it is not inconsistent with the Comprehensive Plan.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed rezoning is necessary due to changing conditions, namely the long-planned expansion of commercial uses along the Benchwood Road corridor.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed rezoning from the O/IP – Office / Industrial Park district to the HB – Highway Business and I – Industrial districts, respectively. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed rezoning.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

New Business – PC 25-0010 – Conditional Use (Truck Facility) – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0010. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests Conditional Use approval for a Truck Facility in the I – Industrial district. The request involves two parcels totaling 1.814 acres +/-, located at 3675 Wyse Road in the City of Vandalia.

Mr. Hammes explained that the project involves a truck facility at the north end of the site. Truck facilities are conditional uses in the I – Industrial district. He noted that this particular truck facility would only service trucks owned by the company itself, and would not be open to the public as such.

Mr. Hammes added that there would be no amenities provided for truck drivers. The 9,000 square foot structure would be used for maintenance and repair of trucks.

Mr. Hammes pointed out that the applicant would need to improve Homestretch Road by widening the west side of the road to meet the requirements of the Thoroughfare Plan.

Mr. Hammes reported that Staff recommended three conditions. These were listed as follows:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Hammes explained that these conditions were not unusual for a facility of this type. Condition 1 requires that the site be rezoned to Industrial before the conditional use goes into effect. Condition 2 would require that the two parcels set aside for this use be combined. Condition 3 requires that all roadway improvements be installed according to the Director of Public Service's standards.

Mr. Richard Drake returned to the podium to speak on behalf of the applicant. He explained that the facility would have a small break room and restrooms for employees working on trucks, but will otherwise have no amenities for drivers.

Mr. Hammes pointed out that the plan included no provisions for large fuel tanks or equipment for loading fuel into the company's fuel tanker trucks. Mr. Drake confirmed that there would be no fuel products stored on-site. He added that any fuel trucks stored on-site would be stored empty.

Hearing no further questions, Ms. Cox closed the public portion of the meeting.

Ms. Cox noted that the current application is a much better use than previous proposals for this property.

Conditional Use Permit Criteria

Ms. Cox read the conditional use permit criteria into the record. The Planning Commission shall not recommend in favor of an application for a conditional use permit unless it finds the following:

- (1) The establishment, maintenance, or operation of the conditional use would not be detrimental to or endanger the public health, safety, morals or general welfare;

Staff Comment: Given that this facility would not be open to the public, Staff feels that the use would meet this criterion as proposed.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Conditional Use Permit Criteria (Cont'd)

- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or will not substantially diminish and impair property value within the neighborhood;

Staff Comment: Staff feels that the conditional use would not be injurious to the use and enjoyment of other property in the vicinity, nor would property values be negatively impacted.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Staff Comment: The proposed conditional use does not appear likely to impede the development or improvement of any surrounding property.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) Adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;

Staff Comment: The proposal includes provisions for adequate utilities, drainage, roadway improvements, and other necessary facilities.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) Adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets;

Staff Comment: The design of the site provides appropriate access to and from Homestretch Road. The proposed conditional use is not expected to significantly impact traffic conditions on either roadway.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The conditional use will be located in a district where such use is permitted and that all requirements set forth in this code and applicable to such conditional use will be met.

Staff Comment: Staff feels the conditional use will be located in a district where such use is conditionally permitted, and all requirements set forth in the code applicable to this use have been or will be met.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended **approval** for the proposed conditional use of a Truck Facility in the I – Industrial district with the following conditions:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Plant made a motion to recommend approval of the proposed conditional use, with the conditions as laid out by Staff. Mr. Hussong seconded the motion.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed conditional use permit with three conditions.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Communications

Mr. Hammes noted that the reorganizational meeting would be held at the first meeting with all five members present - including a new member who would fill the current vacancy. Mr. Hammes also wished Mr. Arnold a speedy recovery.

Mr. Hammes confirmed that the July 22nd meeting had been cancelled for lack of an agenda. He added that he expected to have at least one application for the meeting on August 12th.

Mr. Hammes reminded the Commission of the joint Planning Commission / BZA training scheduled for July 29.

Mr. Hammes (belatedly) welcomed Mr. Hussong to the Planning Commission, and thanked him for volunteering to serve.

Adjournment

Ms. Cox asked for a motion to adjourn. Mr. Hussong made the motion. Mr. Plant seconded the motion. The vote passed 3-0.

Mr. Atkins adjourned the meeting at 8:40 p.m.

Acting Chairperson

MEMORANDUM

TO: Kurt Althouse, City Manager
FROM: Michael Hammes, AICP, City Planner
DATE: July 14th, 2025
SUBJECT: PC 25-0009 – Rezoning – 3675 Wyse Road

General Information

Applicant: Richard Drake
Drake Architecture
189 Preakness Ct.
Vandalia, Ohio 45377

Owner: Ministry Partners Investment Company, LLC
915 W Imperial Highway, Suite 200
Brea, CA 92821

Existing Zoning: Office / Industrial Park (O/IP)

Proposed Zoning: Industrial (I) – Parcels 0012 and 0013
Highway Business (HB) – Parcel 0014

Location: 3675 Wyse Road

Parcels: B02 01205 0012
B02 01205 0013
B02 01205 0014

Previous Case(s): None¹

Requested Action: Recommendation to City Council

Exhibits: 1 - Application / Owner Letter
2 - Site / Landscape Plan

¹ A previous conditional use was approved for this property on May 21, 2018 (via Case PC 18-12) for a warehouse. When the initial approval expired, a new conditional use was approved on March 4, 2019 (via Case PC 19-04) for a truck facility. Both conditional uses, for a truck facility and warehouse, have since lapsed. A later proposal seeking conditional use approval for a hotel (PC 24-01) was denied. This application is unrelated to any previous approval.

Application Background

Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

3675 Wyse Road is a vacant property at the corner of Wyse and Homestretch Roads. The applicant, a current Vandalia business with operations on Poe Avenue, wishes to consolidate their operations onto one property.

As proposed, this property would be developed for three distinct but complimentary uses. Parcel 0014, at the south end of the site, would be divided into two parcels. The western parcel would be a fueling station with convenience retail, while the eastern parcel would house a new corporate office. Parcels 0012 and 0013, at the north end of the site, would be combined to house a newly built Truck Facility. This facility would service the company's own vehicles and would not be open to the public.

The fueling station use is not permitted in the current O/IP zoning district, so the applicant requests a rezoning to HB – Highway Business for Parcel 0014. For Parcels 0012 and 0013, the applicant requests a rezoning to I – Industrial to allow for the approval of a truck facility.²

Surrounding Zoning / Uses

3675 Wyse Road is located along the Benchwood Road / Wyse Road corridor. The surrounding businesses are primary commercial in character. Notable businesses in the vicinity include Sunbelt Rentals to the east, Pratt Industries to the north, and various businesses along the Poe-Wyse Connector to the south.

Direction	Existing Use Type
North	Commercial, Industrial
South	Commercial
East	Industrial
West	Commercial

Surrounding zoning districts are as follows:

Direction	District
North	Office / Industrial Park (O/IP), Industrial (I)
South	Office / Industrial Park (O/IP), Industrial (I)
East	Industrial (I)
West	Office / Industrial Park (O/IP)

² The applicant has filed a concurrent application for Conditional Use approval. See PC 25-0010.

Comprehensive Plan

The 2020 Comprehensive Plan lists this area as “Community Commercial”.³ Given the proximity to the highway and the Poe-Wyse corridor, the proposed HB zoning would be consistent with that designation.

The proposed Industrial zoning would be consistent with the Industrial Innovation areas to the north and east. Given the proximity of this parcel to those areas, and the surrounding profile of industrial districts, an Industrial parcel at this location is reasonable.

Other Considerations

Fueling stations are not permitted unless the roadway serving the site is classified as an arterial or higher in the Vandalia Thoroughfare Plan. In this instance, Wyse Road east of Interstate 75 is listed as a collector. This designation is currently under review (unrelated to this application), and several sources already list Wyse Road as an arterial roadway.

Given those designations, and the fact that Wyse Road is a six-lane road that meets the design standard of an Arterial roadway, this review treats it as such.

Review and Recommendation

Zoning Map Amendment Review Criteria

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.⁴

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed rezoning furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (2) The proposed amendment and proposed uses are consistent with the City’s adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed rezoning is consistent with the City’s goals and policies generally, and that it is not inconsistent with the Comprehensive Plan.

³ City of Vandalia Comprehensive Plan, Page 55.

⁴ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

The Planning Commission agreed with the staff comment by a vote of 3-0.

Review Criteria (Cont'd)

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed rezoning is necessary due to changing conditions, namely the long-planned expansion of commercial uses along the Benchwood Road corridor.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

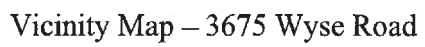
Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

At its regular meeting of July 8th, 2025, the Planning Commission voted 3-0 to recommend **approval** of the proposed rezoning from the O/IP – Office / Industrial Park district to the HB – Highway Business and I – Industrial districts.

The recommendation of the Planning Commission on both items is hereby forwarded to Council for their consideration.





Zoning Map – 3675 Wyse Road

3669 WYSE RD
VANDALIA, OH



ARCHITECTURE | DESIGN

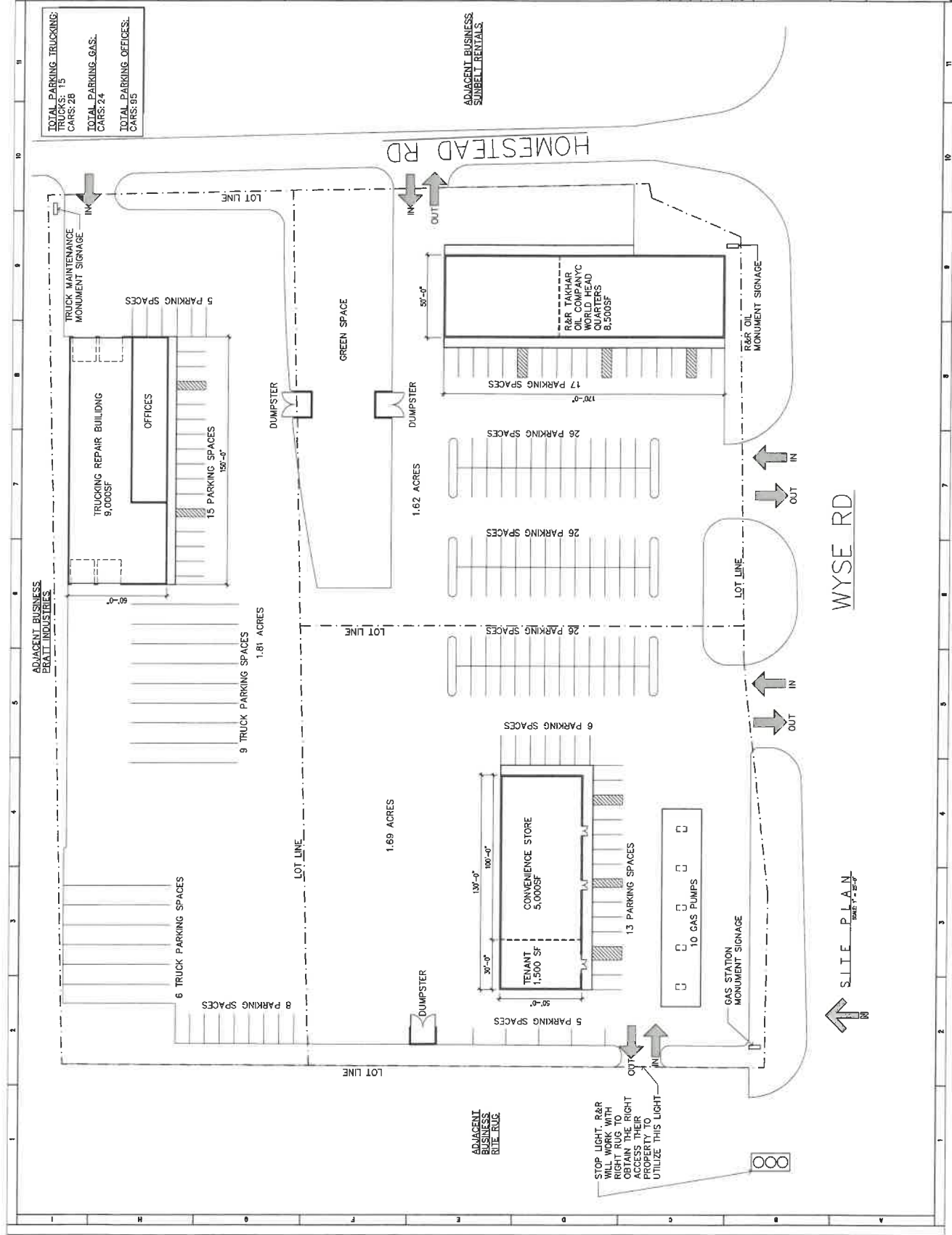
119 Publishers Cl | Mendota, OH 43023

Dissolving Time

SITE PLAN

A circular professional engineer seal for the State of Ohio. The outer ring contains the text "STATE OF OHIO" at the top and "REGISTERED ARCHITECT" at the bottom. In the center, the name "RICHARD DRAKE" is printed above the number "14973". A handwritten signature, "Richard Drake", is written across the seal.

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3669 WYSE RD
VANDALIA, OH



Q	ZONING SUBMITTAL	DATE 1/3/2025
No.	Revisions/Submissions	Date

ARCHITECTURE | DESIGN

RENDERINGS

Donnerstag 10.04.2013

© 2023 DRIVE ARC



1 OVERALL SITE PLAN



① R&R TAKHAR OIL COMPANY HEADQUARTERS

R&R
HEAD
QUARTERS

3863 WYSE RD
VANALUA, OH



0 202402 SUBMITTAL 26/7/2025
Rev. Revision/Description Date

DRAKE
architecture
ARCHITECTURE + DESIGN
188 FINELINE C | VANALUA OH 43077

Drawing Title

RENDERINGS



© 2024 DRAKE ARCHITECTURE LLC

3669 WYSE RD
VANDALIA, OH



DRAKE
architecture
ARCHITECTURE | DESIGN
188 Franklin Ct | Vandalia, OH 45377

RENDERINGS

STATE OF OREGON
 RICHARD ORANGE
 14673
 REGISTERED ARCHITECT

3669 WYSE RD
VANDALIA, OH



DRAKE
architecture

ARCHITECTURE | DESIGN
33 Progress Ct | Vero Beach, FL 33577

RENDERINGS

60

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1 GAS PUMPS AND CONVENIENCE STORE

3669 WYSE RD
VANDALIA, OH



1 GAS PUMPS AND CONVENIENCE STORE

[illegible]

DRAKE
architecture

ARCHITECTURE | DESIGN

Continued Table

RENDERINGS

	Project	A7	Drawing No.
	RRD		
	Checked		
	RRD		
Drawn	RRD		

© 2008 DRAXI ARCHITECTURE LLC

3689 WYSE RD
VANDALIA, OH



Takhar Oil Co.

ZONING SUBMITTAL
 Reviewers/Submitters

DRAKE

ARCHITECTURE | DESIGN
169 Pinatree Ct | Vero Beach, FL 33577

RENDERINGS

100

Checklist
RRO

A8

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① TRUCKING MAINTENANCE BUILDING/OFFICES



① TRUCKING MAINTENANCE BUILDING/OFFICES

R&R
HEAD
QUARTERS

3334 WISSE RD
VANADUA, OH



0	3334 WISSE RD VANADUA, OH	01/11/2025
1	3334 WISSE RD VANADUA, OH	01/11/2025
2	3334 WISSE RD VANADUA, OH	01/11/2025
3	3334 WISSE RD VANADUA, OH	01/11/2025
4	3334 WISSE RD VANADUA, OH	01/11/2025
5	3334 WISSE RD VANADUA, OH	01/11/2025
6	3334 WISSE RD VANADUA, OH	01/11/2025
7	3334 WISSE RD VANADUA, OH	01/11/2025
8	3334 WISSE RD VANADUA, OH	01/11/2025
9	3334 WISSE RD VANADUA, OH	01/11/2025
10	3334 WISSE RD VANADUA, OH	01/11/2025
11	3334 WISSE RD VANADUA, OH	01/11/2025

DRAKE
architecture
ARCHITECTURE | DESIGN
133 Peachtree St | Marietta, GA 30067

RENDERINGS

Sheet	Drawn By	Checked By	Project No.
0	RRD	RRD	A9
1	RRD	RRD	A9
2	RRD	RRD	A9
3	RRD	RRD	A9
4	RRD	RRD	A9
5	RRD	RRD	A9
6	RRD	RRD	A9
7	RRD	RRD	A9
8	RRD	RRD	A9
9	RRD	RRD	A9
10	RRD	RRD	A9
11	RRD	RRD	A9

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A photograph of a large, modern building with a blue and white facade, likely a school or community center. In the foreground, there is a large American flag on a tall pole. The building has a prominent entrance with a blue roof and white walls. The sky is blue with some clouds.

A photograph of an Arco gas station. The station features a large, white canopy with blue and red stripes. A sign on the canopy displays the word "Arco" in white letters on a blue background, with a red and blue circular logo to its right. Several gas pumps are visible under the canopy. The station is set against a clear blue sky.

SIDNEY OHIO

0	ZONING SURMITAL	10/17/2023
PROJECT NAME	Truckee/Trinity/Trinity	Date



DRAKE
architecture

ARCHITECTURE | DESIGN

159 Piedmont Ct | Nevada, NV 89317

PROJECT PICTURES

Drawn By

Drawn	Revised	Project No.
RBD	04/2023	A10
Checked	RBD	
Project	RBD	

Scale



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10/17/2023

Minutes of the City of Vandalia Planning Commission
July 8, 2025

Members Present:	Ms. Kristin Cox, Mr. Lucious Plant, Mr. Bob Hussong
Members Absent:	Mr. Dave Arnold
Staff Present:	Michael Hammes, City Planner Ben Graham, Zoning & Planning Coordinator Ben Borton, Director of Public Service Rob Cron, Assistant City Manager
Others Present:	Greg Thurman, John Seagraves, Rick Drake, Jovi Takhar, Boydon Boston, Steve Ponscheck, Ron Miller, Brian Wertz, Aaron Horn, Rob Smith, Ryan Lefeld, Trisha Cortes, Orlando Cortes, Don Donathan, Ed Burke, Missi Demoss, Nelson Demoss, David Whitlock

Call to Order

Ms. Cox called the meeting to order at 6:08 p.m.

Attendance

Ms. Cox noted that three members were present. Mr. Plant made a motion to excuse Mr. Arnold. Mr. Hussong seconded. The motion carried 3-0.

Approval of Minutes of the Planning Commission

Mr. Hussong made a motion to approve the May 13th, 2025 minutes. Mr. Plant seconded the motion. The motion carried 5-0.

Swearing in of Attendees Wishing to Speak at Meeting

The attendees were sworn in.

Old Business

Mr. Hammes confirmed that there was no Old Business on the agenda.

New Business – PC 25-0007 – PUD Amendment and Preliminary Plan – Redwood Phase III

Mr. Hammes introduced Case PC 25-0007. Todd Foley, of POD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

Mr. Hammes described the history of the Redwood Vandalia PUD. He noted that the Redwood development was originally approved in 2019 as a mixed-use commercial and multi-family residential development. Phases I and II of the Redwood development feature 171 multi-family units. Phase I was completed in 2024, and Phase II is under construction.

Mr. Hammes explained that two additional parcels were set aside for commercial uses fitting the standards of the Office / Industrial Park district. Parcel 3, located south of Park Center Drive, was approved for an assisted living facility in 2022. That project was later cancelled. Redwood Vandalia now seeks to expand into a Phase III on this parcel.

Mr. Hammes discussed the proposed amendment to the Redwood Vandalia PUD. He explained that the applicant wished to add “Multi-Family Residential” as a permitted use on parcels 2 and 3. Because this change would increase the number of dwelling units in the development, it qualifies as a Major Amendment and requires Council approval. This change is the only change to the PUD standards proposed.

Mr. Hammes reviewed the revised Preliminary Plan for Phase III. He noted that the proposed residential buildings would be similar in architectural style and design to the homes built in Phases I and II. While the development would continue to primarily feature two-bedroom units, a limited number of one-bedroom and three-bedroom units are also included in the plan for Phase III. He also discussed signage along Park Center Drive, stating that a blade sign depicted in the proposal would be replaced by a permanent sign to comply with the City’s signage regulations. Importantly, Mr. Hammes clarified that the current Preliminary Plan applies only to Parcel 3, and any future development of Parcel 2 would require a separate plan amendment.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial”, owing to the proposed uses available at the time the plan was drafted. Had Phase III been proposed initially, rather than the assisted living facility or some related use, the site would have been designated “Medium Density Residential” to match the first two phases of the Redwood development. As such, the proposed Phase III is consistent with the goals of the plan, if not the specific designation.

Mr. Hammes reported that the development would be managed by Redwood as a rental community, so there would be no covenants or homeowners’ association.

Mr. Hammes noted that the standards that applied to the initial phases of the development would apply to residential development in this area, with the exception of a required buffer area at the southwest end of Phases I and II (since that buffer already exists).

Mr. Hammes reported that construction was expected in late 2026, following the completion of Phase II. The proposed phasing plan for this site would see construction completed in 2028.

Mr. Hussong asked about the density of Phase III, referencing the number of dwelling units and the different unit sizes. Mr. Hammes replied that the preliminary plan refers to dwelling units in the aggregate, with the calculation of density taking only the raw number of units into account. The Final Plan approval would be where the applicant would need to show specific utility capacities and designs.

Ms. Cox opened the public portion of the meeting, and invited the applicant forward.

Mr. Greg Thurman of Redwood Vandalia addressed the Commission on behalf of the applicant. He confirmed that the number of bedrooms in Phase III would be the equivalent of 59 two-bedroom units, and that the number of one-bedroom units would balance out the number of three-bedroom units.

Mr. Thurman reported that Phase I was 99% leased, with a waiting list for Phases I and II. With the decline of assisted living facilities following the COVID pandemic, the Provision Living agreement had been cancelled. With parcel 3 now available, the expansion of the Redwood development is now a viable option on this site.

Ms. Cox asked about parcel 2, which would also be approved for multi-family residential uses if the amendment is approved. Mr. Thurman replied that there were no plans for a Phase IV at this time, due to the topography of the site. If a small development is proposed for that site in the future, amending the PUD now would remove the need to seek a second amendment at that time.

Hearing no further public comment, Ms. Cox closed the public portion of the meeting.

Review Criteria

Ms. Cox explained that the Commission would discuss the Preliminary Plan review criteria. Major amendments rely on the criteria for either preliminary or final plans, depending on the amendment in question, so only one set of criteria would be reviewed.

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: While the proposed structures for this development are similar in style to the other homes built in Subarea C, Staff feels that the updated exteriors provide sufficient variety to comply with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Major Amendment to the Redwood Vandalia Planned Unit Development. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Major Amendment.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for Phase III of the Redwood Vandalia development. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

**New Business – PC 25-0008 – Planned Unit Development and Preliminary Plan
Towns at Cassel Grove (600 Corporate Center Drive)**

Mr. Hammes introduced Case PC 25-0008. Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development. The property is owned by the Hague Corporation.

Mr. Hammes described the proposed subdivision, noting that the 72 homes in this neighborhood would be a detached townhome design. This affords homeowners the advantages of a single-family lot, with rear and side yards, while still providing a unique townhome aesthetic.

Mr. Hammes discussed the history of the site, explaining that the parcel was one of the few parcels in the City with the O – Office zoning. The parcel had been zoned to O – Office several decades ago, with the intent of building an office building or office complex. No such development ever happened, and a large-scale office development is less likely in 2025 than it would have been in decades past. The owners of the property had identified this Medium-Density Residential development had been identified as a viable alternative use.

Mr. Hammes discussed the Airport Environs Overlay (AEO) as applied to this parcel. He noted that the parcel was south of the 70 DNL area, which would prevent the construction of Single-Family homes. The 65 DNL area, which encompasses almost the entire site, permits Single-Family Residential development of the type proposed. There are no issues with the AEO that would prevent the proposed development.

Mr. Hammes described the lot design. He reported that the proposed lots had a minimum width of 35 feet. This is larger than the lot width for attached townhomes (22'), but narrower than the typical width for single-family homes in the RSF-4 district (55').

Mr. Hammes noted that one lot at the northeast end of the site would be reserved for a model home.

Mr. Hammes described the proposed green space, noting that the entire site would have an open space buffer between this development and adjacent properties. There would also be a buffer between Phases I and II of the development. A small tot lot is reserved at the northwest end of the site. A 40-foot buffer would be preserved to the east, between this development and the homes on Damian Street.

Mr. Hammes discussed the density of the proposed development. He explained that the development would have 4.96 dwellings per acre. The Zoning Code requires single-family residential PUDs to have fewer than 6 dwellings per acre. Attached townhomes would need to meet the multi-family standard of 12 dwellings per acre, making this development less dense than the alternative.

Mr. Hammes described the roadways proposed for the development. The existing cul-de-sac at Corporate Center Drive would be removed in favor of two side streets with three cul-de-sacs. The Fire Division has reviewed the layout, and has no objections to the proposed design with regards to emergency access. All roads would be public right-of-way.

Mr. Hammes added that there would be no road connection to Pool Avenue. A pedestrian walkway would be provided at the north end of the site, connecting this development to the existing neighborhood to the east.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as "Neighborhood Commercial" due to the O – Office zoning, and that all O – Office parcels in the City were designated as Neighborhood Commercial. In this case, the parcel does not have the interconnectivity or access to fit the intent of the Neighborhood Commercial designation, and the business types intended for that designation would not be viable on this property. Further, the proposed Medium Density Residential use would be consistent with the Medium Density Residential neighborhood to the east. In closing, Mr. Hammes stated his view that the proposed development was consistent with the goals and intent of the Comprehensive Plan if not the specific designation.

Mr. Hammes listed the permitted uses for the site. Single-Family Residential homes would only be permitted on the numbered building lots. Passive open space uses would be permitted on all lots in the development, and accessory uses would be permitted as required by the code.

Mr. Hammes discussed the development standards for the development. He explained that the building lots would be 35 feet in width with 25-foot front and rear yards. Side yards would be set at a minimum of 5.5 feet, which would create at least 10 feet of distance between homes. Open Space lots would have different standards, locking them into at least 1 acre in size. The tot lot would be a 55-foot lot, as proposed.

Mr. Hammes explained that single-family residential PUDs generally include requirements for different home styles and colors, in order to encourage variety in designs and break up monotony. All garages would be required to accommodate two vehicles. Architectural Standards not set by the PUD would default to the standards of the RSF-2 district.

Mr. Hammes discussed the remaining standards for the development. Several corner lots would be oriented to match adjacent homes, and any lots on curves would have their frontage measured at the setback line as is standard for cul-de-sac lots. Other standards not set by the PUD (such as lot design) would default to the standards of the RMF district, owing to the size of the lots proposed here.

Mr. Hussong acknowledged that living near an airport is something that residents in this area are used to dealing with.

Mr. Hussong expressed concern over access within the development, given that there is only one path in and out of the development. In the event of an emergency, residents who need to leave might not be able to get past emergency equipment and first responders.

Mr. Hammes replied that the code did not require a second exit, based on the level of traffic expected from the development. Further, he noted that the vicinity did not lend itself to an additional exit. Mr. Hussong replied that the site does need to be developed, but that he wanted to make sure the issue with access to and from the site was being reviewed. Mr. Hammes confirmed that staff would review that issue and identify alternatives.

Mr. Plant asked about the target buyer for these homes. Ms. Cox invited the applicant to the podium.

Mr. Rob Smith, with DR Horton, addressed the Commission as applicant. He thanked the Commission for considering the application. He described DR Horton as “America’s Homebuilder”, and noted that the company was excited to expand into Southwest Ohio. The company has built communities in Clayton, Xenia, New Carlisle, Huber Heights, and new communities in Troy and Butler Township.

Mr. Smith added that the company had been in Ohio for five years. His office, based in Cincinnati, serves the Cincinnati and Dayton markets. The company staffs its offices with local employees who know the area and are familiar with the local community.

Mr. Smith explained that their initial proposal for this site involved traditional attached townhomes. The detached townhome product had seen some success in other markets, offering the best of both worlds, and the proposal was revised to offer this new type of home. The detached townhome offers the best of both worlds, with a townhome style of home and the private backyard.

Mr. Smith confirmed that his company would be willing to work with the City to expand the pedestrian walkway with bollards and other upgrades, so that the walkway could serve as an emergency access (or egress) if needed.

Mr. Aaron Horn, of DR Horton, added that the company had provided a packet of information about the development. He thanked staff for the detailed presentation.

Ms. Cox, echoing Mr. Plant’s earlier question, asked about the target audience for this type of home. Mr. Horn replied that these homes were targeted to buyers who want a smaller property to maintain and who may not want to share walls with their neighbors. Empty nesters and young urban professionals were mentioned as two target demographics. He added that families with dogs prefer having a fenced-in backyard (as opposed to a shared common backyard).

Mr. Smith added that some families may also take an interest in the site, noting that easy pedestrian access to nearby parks would benefit families with young children.

Mr. Plant asked about the idea of empty nesters buying homes with two stories. Mr. Smith replied that some empty nesters were comfortable with having a single staircase. He suggested that this unique product will find unique buyers who see that this product fits their lifestyle.

Ms. Cox asked about the location of the development and whether its isolated location or its proximity to the airport could cause problems. Mr. Smith replied that job growth in the area and proximity to the highway would highlight this as a safe, relatively affordable development in a strategic location.

Mr. Horn added that the neighborhood would be designed so as to set it apart from the adjacent properties. He discussed the green space provided in the plan and the pedestrian access to Pool Ave.

Mr. Hussong asked for clarification on the walkability. Mr. Horn replied that the Helke Park area, including recently upgraded pickleball courts, would be a major amenity for residents in this development.

Ms. Cox asked about buffering around the site. Mr. Horn referred to the Landscaping Plan, discussing the proposed plantings at the edges of the property. He noted that some areas were considered wetlands, which limited what they could plant. He pointed out that the plan called for preserving as much mature growth (including trees) as possible.

Mr. Smith added that a buffer area would be preserved along the east side of the development. His company's interest is in making every lot viable, so that they do not have unsold property.

Ms. Cox asked about the price point for the proposed homes. Mr. Smith replied that these homes in the current market would sell in the \$270,000 to \$310,000 price range. He reiterated his company's position that there is a market for homes in this price range.

Hearing no further questions from the Commission, Ms. Cox opened the public portion of the meeting.

Mr. John Seagraves of 3353 Hertlein Lane, addressed the Commission. He explained that he was one of several residents who negotiated the zoning to O-2 when the owner at the time wanted Industrial. There was work done at that time that was not allowed, and he and his neighbors have fought that for a long time. He added that he and his neighbors have septic systems.

Mr. Seagraves challenged the prices offered by the applicant. He argued that the property would be ideal for a medical office, and that medical companies in the region are eager to build new medical offices. He suggested that the owners of the property had not properly marketed the site, which is why it had not sold.

Mr. Seagraves argued that no empty nester would buy a home with a staircase.

Mr. Seagraves reported that he had not received a letter 40 years ago, and that he had not received a letter for this meeting. He thanked his neighbor for letting him know about the meeting. He added that his wife is in the hospital, and that he would be leaving once he concluded his remarks.

Mr. Seagraves stated that he had grown up in West Virginia, and that the proposed homes resembled "company homes".

Mr. Seagraves argued that the site had not been maintained, and that the City had not required them to properly maintain their land. When the current owner bought the property, they were aware that the land was zoned O-2.

Mr. Seagraves noted that he has emergency vehicles on his street every day.

Mr. Seagraves discussed water issues with the property. He said that the development of the site would send water into his backyard. As a real estate agent, he argued that the property would not be marketable.

Mr. Seagraves asked if the City had investigated the builder, arguing that the company has been involved in a number of lawsuits in other states.

Mr. Seagraves asked the Commission to turn down the application. He argued that the homes built on this site should match the homes on Damian Street. Any development on the site should match the current zoning.

Mr. Donnie Donathan of 515 Damian Street, addressed the Commission. He reminded the Commission that he had opposed a previous proposal for industrial zoning on this property, and that he opposes this rezoning. He displayed a petition of residents in the area who also opposed the development.

Mr. Donathan requested that Mr. Hammes stop receiving illegitimate proposals. He argued that the City should have rejected the application outright due to the number of homes proposed.

Mr. Donathan stepped away from the podium to refer to the displayed map of the proposed development. He argued that, if developed, the site would send a large amount of stormwater into his property and the properties of his neighbors. He reported that the area behind his home retained water due to poorly designed storm drains. He complained that the City had ignored his complaints about the issue.

Mr. Donathan argued that the current owners have not maintained the property, and that a new owner should be required to do so.

Mr. Donathan discussed drainage issues from 23 years ago along Pool Avenue and Damian Street.

Mr. Donathan argued that the stormwater for the development would flood his basement when the retention area overflows.

Mr. Donathan argued that Mr. Hammes should have rejected this proposal due to his stormwater concerns.

Mr. Donathan suggested that he could buy one of these homes for \$200,000 and rent it out as an Air BNB. He argued that no one would pay that much for homes near the airport and Tackett Trees.

Mr. Donathan stated that he wanted this development stopped. He stated that his petition featured over 30 signatures, and that he had prevented spouses and children from signing – one signature per address only.

Mr. Donathan argued that the Homeowners' Association would become bankrupt, and that kids could drown in the retention areas if no one maintains the site.

Mr. Donathan argued that he has an ownership interest in the fifty-foot area behind his house, because he had maintained it for fifty years.

Mr. Donathan asked for nice homes on the property, preferring homes that would sell for \$450,000.

Stepping away from the podium, Mr. Donathan encouraged the audience to sign the petition.

Hearing no further comments, Ms. Cox closed the public meeting.

Mr. Plant asked the applicant to address the stormwater concerns. Mr. Smith replied that he expected some concern from adjacent property owners about the stormwater. In general, his company intends to improve the site and the stormwater flow within the area. He introduced his engineer to address the details of their proposal.

Mr. Ryan Lefeld, with Choice One Engineering, addressed the Commission. The retention ponds proposed are there for stormwater management and treatment. The requirement is that stormwater is analyzed both before and after the proposed development, and that the development cannot release more stormwater than the current level of the site.

Mr. Lefeld reported that the development has to follow normal downstream flow for stormwater, and that no drainage can be directed into neighboring backyards or other properties.

Mr. Hussong asked about the Carriage Hills development in Huber Heights. Mr. Smith replied that his company had done a small part of that development.

Mr. Plant asked for clarification about the stormwater. Mr. Lefeld replied that stormwater may currently run over the ground into adjacent properties. Once the development is in place, water that comes from the development would be directed to the proposed ponds, which would then outlet into the storm sewer system. The storm water that normally goes into backyards would be intercepted before it reaches adjacent properties.

Ms. Cox asked if the roadway design would impact stormwater. Mr. Hammes replied that the roadways would be public roadways, and as such they would need to comply with City and Ohio EPA standards for stormwater. Mr. Lefeld added that the City has additional standards in their Stormwater Protection Plan that would govern the site.

Mr. Graham added that the roadways were designed to be wider than standard. Mr. Cron confirmed this, noting that the 37' width proposed is six feet wider than the usual 31' standard.

Mr. Plant expressed concern about the traffic flow within the development, noting that the design of the site may result in on-street parking that could restrict traffic flow.

Hearing no further comments, Ms. Cox moved on to the Review Criteria.

Planned Unit Development District Review Criteria

Recommendations and decisions on Planned Unit Development applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed Planned Unit Development furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed Planned Unit Development is necessary to accommodate the style of home intended for this site. The detached townhome-style structures proposed would not be feasible in a standard zoning district.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the site has adequate access to transportation, utilities, and other required public services.

Mr. Plant and Ms. Cox agreed with the staff comment. Mr. Hussong disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Given the location and nature of the proposed development, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Given the proposed preservation of green space as part of this development, Staff feels that the proposed Planned Unit Development complies with this review criteria.

Mr. Hammes noted that the project is required to have no negative impact on the vicinity with regards to storm water management, and that the staff comment reflects that requirement.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body respectively finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

Ms. Cox agreed with the staff comment. Mr. Hussong and Mr. Plant disagreed. The Planning Commission disagreed with the staff comment by a vote of 2-1.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

Mr. Hussong asked for clarification on review criterion K. Mr. Hammes replied that the review criteria apply to all PUD proposals, regardless of type. Mr. Hussong noted that a business use would create more stormwater issues than the proposed residential use. Mr. Hammes confirmed that the aggregate stormwater from the site must be maintained or improved by the new use, whatever that new use might be.

Mr. Hussong and Ms. Cox agreed with the staff comment. Mr. Plant disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: Given the variety of home designs and their thematic similarities, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply. Guest parking spaces provided along common areas meet the code's requirements for such parking spaces.

Mr. Hammes noted that the only additional parking proposed in this development would be street parking at the center of the development (near the cluster mailboxes), along the northwest cul-de-sac, and at the tot lot.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Planned Unit Development for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Planned Unit Development.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Mr. Donathan stepped to the podium and began to speak. Ms. Cox stated that the public portion of the meeting had closed. Mr. Donathan handed his petition to the chair, and reported that the City would be hearing from his attorney.

New Business – PC 25-0009 – Rezoning – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0009. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

Mr. Hammes explained that R&R Takhar Oil Company, a current Vandalia business, wished to consolidate its operations onto one property. They propose a new corporate office building, a fueling station with convenience retail, and a truck facility to maintain the company's fleet of fuel trucks.

Mr. Hammes added that the fueling station use would require Highway Business zoning, while the truck facility would require Industrial zoning.

Mr. Hammes described the surrounding zoning as a blend of I – Industrial and O/IP – Office / Industrial Park districts. The proposed Industrial zoning would fit well with the industrial parcels in the vicinity. Highway Business zoning is not present, but the location of the site near I-75 makes an HB zoning reasonable for this site.

Mr. Hussong asked about the volume of trucks stored at and serviced by the proposed truck facility. Mr. Hammes replied that the applicant was present and would be able to provide that information.

Mr. Hussong asked about access to the site. Mr. Hammes explained that there would be two curb cuts for the office parcel and one each for the truck facility and fueling station. An additional point of access may be established between the adjacent property and the fueling station, but that that arrangement would be negotiated between the two property owners.

Ms. Cox invited the applicant to the podium.

Mr. Richard Drake, of Drake Architecture, spoke on behalf of the applicant. In response to Mr. Hussong, Mr. Drake reported that Takhar Oil operates 50 vehicles servicing over 75 fueling stations. 8 to 10 trucks would be stored on this property at any one time.

Mr. Drake explained that the company needs additional office space to bring their entire operation together on one property. The fueling station would be a test store where they can showcase their operations and try new things.

Mr. Drake noted that he had lived in the area for years, and that he was surprised that this property had remained vacant for so long. This parcel is a natural fit for the proposed use, and a fueling station on this side of the highway would be successful.

Mr. Hussong asked if the flow of traffic at this site would be similar to the company's existing site. Mr. Drake confirmed that it would.

Ms. Cox asked if the area was already saturated with fuel stations. Mr. Drake replied that there were only three fueling stations in the vicinity, and none of them were on this side of the highway.

Hearing no further comments, Ms. Cox closed the public portion of the meeting.

Zoning Map Amendment Review Criteria

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.¹

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed rezoning furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

¹ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed rezoning is consistent with the City's goals and policies generally, and that it is not inconsistent with the Comprehensive Plan.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed rezoning is necessary due to changing conditions, namely the long-planned expansion of commercial uses along the Benchwood Road corridor.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed rezoning from the O/IP – Office / Industrial Park district to the HB – Highway Business and I – Industrial districts, respectively. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed rezoning.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

New Business – PC 25-0010 – Conditional Use (Truck Facility) – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0010. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests Conditional Use approval for a Truck Facility in the I – Industrial district. The request involves two parcels totaling 1.814 acres +/-, located at 3675 Wyse Road in the City of Vandalia.

Mr. Hammes explained that the project involves a truck facility at the north end of the site. Truck facilities are conditional uses in the I – Industrial district. He noted that this particular truck facility would only service trucks owned by the company itself, and would not be open to the public as such.

Mr. Hammes added that there would be no amenities provided for truck drivers. The 9,000 square foot structure would be used for maintenance and repair of trucks.

Mr. Hammes pointed out that the applicant would need to improve Homestretch Road by widening the west side of the road to meet the requirements of the Thoroughfare Plan.

Mr. Hammes reported that Staff recommended three conditions. These were listed as follows:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Hammes explained that these conditions were not unusual for a facility of this type. Condition 1 requires that the site be rezoned to Industrial before the conditional use goes into effect. Condition 2 would require that the two parcels set aside for this use be combined. Condition 3 requires that all roadway improvements be installed according to the Director of Public Service's standards.

Mr. Richard Drake returned to the podium to speak on behalf of the applicant. He explained that the facility would have a small break room and restrooms for employees working on trucks, but will otherwise have no amenities for drivers.

Mr. Hammes pointed out that the plan included no provisions for large fuel tanks or equipment for loading fuel into the company's fuel tanker trucks. Mr. Drake confirmed that there would be no fuel products stored on-site. He added that any fuel trucks stored on-site would be stored empty.

Hearing no further questions, Ms. Cox closed the public portion of the meeting.

Ms. Cox noted that the current application is a much better use than previous proposals for this property.

Conditional Use Permit Criteria

Ms. Cox read the conditional use permit criteria into the record. The Planning Commission shall not recommend in favor of an application for a conditional use permit unless it finds the following:

- (1) The establishment, maintenance, or operation of the conditional use would not be detrimental to or endanger the public health, safety, morals or general welfare;

Staff Comment: Given that this facility would not be open to the public, Staff feels that the use would meet this criterion as proposed.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Conditional Use Permit Criteria (Cont'd)

- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or will not substantially diminish and impair property value within the neighborhood;

Staff Comment: Staff feels that the conditional use would not be injurious to the use and enjoyment of other property in the vicinity, nor would property values be negatively impacted.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Staff Comment: The proposed conditional use does not appear likely to impede the development or improvement of any surrounding property.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) Adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;

Staff Comment: The proposal includes provisions for adequate utilities, drainage, roadway improvements, and other necessary facilities.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) Adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets;

Staff Comment: The design of the site provides appropriate access to and from Homestretch Road. The proposed conditional use is not expected to significantly impact traffic conditions on either roadway.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The conditional use will be located in a district where such use is permitted and that all requirements set forth in this code and applicable to such conditional use will be met.

Staff Comment: Staff feels the conditional use will be located in a district where such use is conditionally permitted, and all requirements set forth in the code applicable to this use have been or will be met.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended **approval** for the proposed conditional use of a Truck Facility in the I – Industrial district with the following conditions:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Plant made a motion to recommend approval of the proposed conditional use, with the conditions as laid out by Staff. Mr. Hussong seconded the motion.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed conditional use permit with three conditions.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Communications

Mr. Hammes noted that the reorganizational meeting would be held at the first meeting with all five members present - including a new member who would fill the current vacancy. Mr. Hammes also wished Mr. Arnold a speedy recovery.

Mr. Hammes confirmed that the July 22nd meeting had been cancelled for lack of an agenda. He added that he expected to have at least one application for the meeting on August 12th.

Mr. Hammes reminded the Commission of the joint Planning Commission / BZA training scheduled for July 29.

Mr. Hammes (belatedly) welcomed Mr. Hussong to the Planning Commission, and thanked him for volunteering to serve.

Adjournment

Ms. Cox asked for a motion to adjourn. Mr. Hussong made the motion. Mr. Plant seconded the motion. The vote passed 3-0.

Mr. Atkins adjourned the meeting at 8:40 p.m.

Acting Chairperson

MEMORANDUM

TO: Kurt Althouse, City Manager
FROM: Michael Hammes, AICP, City Planner
DATE: July 14th, 2025
SUBJECT: PC 25-0010 – Conditional Use – 3675 Wyse Road

General Information

Applicant: Richard Drake
Drake Architecture
189 Preakness Ct.
Vandalia, Ohio 45377

Owner: Ministry Partners Investment Company, LLC
915 W Imperial Highway, Suite 200
Brea, CA 92821

Existing Zoning: Office / Industrial Park (O/IP)¹

Location: 3675 Wyse Road

Parcels: B02 01205 0012
B02 01205 0013

Related Case(s): PC 25-0009

Previous Case(s): None²

Requested Action: Recommendation to City Council

Exhibits: 1 - Application / Owner Letter
2 - Site / Landscape Plan

¹ The applicant has filed for a rezoning to I – Industrial for the parcels involved in this application. See also PC 25-0009. For the purposes of this application, we review the request as if the appropriate zoning were approved and in place.

² A previous conditional use was approved for this property on May 21, 2018 (via Case PC 18-12) for a warehouse. When the initial approval expired, a new conditional use was approved on March 4, 2019 (via Case PC 19-04) for a truck facility. Both conditional uses, for a truck facility and warehouse, have since lapsed. A later proposal seeking conditional use approval for a hotel (PC 24-01) was denied. This application is unrelated to any previous approval.

Application Background

Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests Conditional Use approval for a Truck Facility in the I – Industrial district. The request involves two parcels totaling 1.814 acres +/-, located at 3675 Wyse Road in the City of Vandalia.

3675 Wyse Road is a vacant property at the corner of Wyse and Homestretch Roads. The applicant, a current Vandalia business with operations on Poe Avenue, wishes to consolidate their operations onto one property.

As proposed, this property would be developed for three distinct but complimentary uses. Parcel 0014, at the south end of the site, would be divided into two parcels. The western parcel would be a fueling station with convenience retail, while the eastern parcel would house a new corporate office. Parcels 0012 and 0013, at the north end of the site, would be combined to house a newly built Truck Facility. This facility would service the company's own vehicles and would not be open to the public.

In order to operate a truck facility in the I – Industrial district, Conditional Use approval is required.

Surrounding Zoning / Uses

3675 Wyse Road is located along the Benchwood Road / Wyse Road corridor. The surrounding businesses are primary commercial in character. Notable businesses in the vicinity include Sunbelt Rentals to the east, Pratt Industries to the north, and various businesses along the Poe-Wyse Connector to the south.

Direction	Existing Use Type
North	Commercial, Industrial
South	Commercial
East	Industrial
West	Commercial

Surrounding zoning districts are as follows:

Direction	District
North	Office / Industrial Park (O/IP), Industrial (I)
South	Office / Industrial Park (O/IP), Industrial (I)
East	Industrial (I)
West	Office / Industrial Park (O/IP)

Site Design

A copy of the proposed site plan is attached. The applicant intends to construct a 9,000 square foot truck facility at the north end of the site. This facility would service the truck fleet of Takhar Oil Co., and would not be open to the public or other companies. Further to the west, a parking area would be provided for storage of unused trucks and trailers.

No amenities for drivers are included in or provided for as part of this facility.

The applicant would need to complete a record plan before the issuance of a building permit for this site.

Traffic Flow / Access

The site would have a primary access onto Homestretch Road. Additional access would be provided through a shared parking area to the south.

As part of this proposed development, the applicant is required to upgrade and expand Homestretch Road to match the Thoroughfare Plan Right-of-Way. These upgrades are included as part of the site plan.

Review and Recommendation

The Planning Commission shall not recommend in favor of an application for a conditional use permit unless it finds the following:

Conditional Use Permit Criteria³

- (1) The establishment, maintenance, or operation of the conditional use would not be detrimental to or endanger the public health, safety, morals or general welfare;

Staff Comment: Given that this facility would not be open to the public, Staff feels that the use would meet this criterion as proposed.

The Planning Commission agreed with the staff comment by a vote of 3-0.

³ Vandalia Zoning Code, Section 1214.05(e) "New Conditional Uses and Major Changes to an Existing Conditional Use Review Criteria"

Conditional Use Permit Criteria (Cont'd)

- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or will not substantially diminish and impair property value within the neighborhood;

Staff Comment: Staff feels that the conditional use would not be injurious to the use and enjoyment of other property in the vicinity, nor would property values be negatively impacted.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Staff Comment: The proposed conditional use does not appear likely to impede the development or improvement of any surrounding property.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) Adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;

Staff Comment: The proposal includes provisions for adequate utilities, drainage, roadway improvements, and other necessary facilities.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) Adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets;

Staff Comment: The design of the site provides appropriate access to and from Homestretch Road. The proposed conditional use is not expected to significantly impact traffic conditions on either roadway.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The conditional use will be located in a district where such use is permitted and that all requirements set forth in this code and applicable to such conditional use will be met.

Staff Comment: Staff feels the conditional use will be located in a district where such use is conditionally permitted, and all requirements set forth in the code applicable to this use have been or will be met.

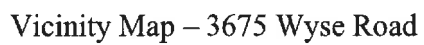
The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Staff recommends that Planning Commission issue a recommendation of **approval** for the proposed conditional use of a Truck Facility in the I – Industrial district with the following conditions:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

The recommendation of the Planning Commission will be forwarded to Council for their review.





① OVERALL SITE PLAN

**R&R
HEAD
QUARTERS**
3650 MYERS RD
VANDALIA, OH



No.	Revisions/Description	Date
0	201804 SUBMITTAL	26/01/2018

DRAKE
architecture
ARCHITECTURE | DESIGN
187 Fairview Ct | Vandalia, OH 43177

Rendering Title: **RENDERINGS**

Client	R&R	Drawing No.	
Owner	R&R	Project No.	A1
Designer	R&R	Scale	
Checker	R&R	Project	

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① R&R TAKHAR OIL COMPANY HEADQUARTERS

**R&R
HEAD
QUARTERS**
3685 MAYFIELD RD
VANDALIA, OH



No.	0	2018C SUBMITTAL	30 JUL 2018
		Exhibits/Consultants	Date

DRAKE
architecture
ARCHITECTURE | DESIGN
187 Peachtree St | Vandalia, OH 45377

Drawing Title
RENDERINGS

Drawn
RRO

Checked
RRO

Project No.
A2

DATE
19973

REGISTERED
PROFESSIONAL
ARCHITECT

STATE OF OHIO

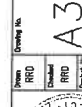
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156 Pleasant Ct | Vandalia, OH 45377

RENDERINGS



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RENDERINGS



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① GAS PUMPS AND CONVENIENCE STORE

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Drawing Time

RENDERINGS



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VANDALIA, OH



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1

Case	Domain	Result
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PROJECT PICTURES



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Minutes of the City of Vandalia Planning Commission
July 8, 2025

Members Present:	Ms. Kristin Cox, Mr. Lucious Plant, Mr. Bob Hussong
Members Absent:	Mr. Dave Arnold
Staff Present:	Michael Hammes, City Planner Ben Graham, Zoning & Planning Coordinator Ben Borton, Director of Public Service Rob Cron, Assistant City Manager
Others Present:	Greg Thurman, John Seagraves, Rick Drake, Jovi Takhar, Boydon Boston, Steve Ponscheck, Ron Miller, Brian Wertz, Aaron Horn, Rob Smith, Ryan Lefeld, Trisha Cortes, Orlando Cortes, Don Donathan, Ed Burke, Missi Demoss, Nelson Demoss, David Whitlock

Call to Order

Ms. Cox called the meeting to order at 6:08 p.m.

Attendance

Ms. Cox noted that three members were present. Mr. Plant made a motion to excuse Mr. Arnold. Mr. Hussong seconded. The motion carried 3-0.

Approval of Minutes of the Planning Commission

Mr. Hussong made a motion to approve the May 13th, 2025 minutes. Mr. Plant seconded the motion. The motion carried 5-0.

Swearing in of Attendees Wishing to Speak at Meeting

The attendees were sworn in.

Old Business

Mr. Hammes confirmed that there was no Old Business on the agenda.

New Business – PC 25-0007 – PUD Amendment and Preliminary Plan – Redwood Phase III

Mr. Hammes introduced Case PC 25-0007. Todd Foley, of POD Design, and on behalf of Redwood Vandalia, requests a Major Amendment to an existing Planned Unit Development and approval of a revised PUD Preliminary Plan. The request involves two parcels totaling 27.59 acres +/-, located along the east side of Webster Street at Park Center Drive in the City of Vandalia. If approved, the proposed amendment would facilitate the construction of 59 multi-family residential units as part of Phase III of the Redwood Vandalia development. The property is owned by Redwood Vandalia.

Mr. Hammes described the history of the Redwood Vandalia PUD. He noted that the Redwood development was originally approved in 2019 as a mixed-use commercial and multi-family residential development. Phases I and II of the Redwood development feature 171 multi-family units. Phase I was completed in 2024, and Phase II is under construction.

Mr. Hammes explained that two additional parcels were set aside for commercial uses fitting the standards of the Office / Industrial Park district. Parcel 3, located south of Park Center Drive, was approved for an assisted living facility in 2022. That project was later cancelled. Redwood Vandalia now seeks to expand into a Phase III on this parcel.

Mr. Hammes discussed the proposed amendment to the Redwood Vandalia PUD. He explained that the applicant wished to add “Multi-Family Residential” as a permitted use on parcels 2 and 3. Because this change would increase the number of dwelling units in the development, it qualifies as a Major Amendment and requires Council approval. This change is the only change to the PUD standards proposed.

Mr. Hammes reviewed the revised Preliminary Plan for Phase III. He noted that the proposed residential buildings would be similar in architectural style and design to the homes built in Phases I and II. While the development would continue to primarily feature two-bedroom units, a limited number of one-bedroom and three-bedroom units are also included in the plan for Phase III. He also discussed signage along Park Center Drive, stating that a blade sign depicted in the proposal would be replaced by a permanent sign to comply with the City’s signage regulations. Importantly, Mr. Hammes clarified that the current Preliminary Plan applies only to Parcel 3, and any future development of Parcel 2 would require a separate plan amendment.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial”, owing to the proposed uses available at the time the plan was drafted. Had Phase III been proposed initially, rather than the assisted living facility or some related use, the site would have been designated “Medium Density Residential” to match the first two phases of the Redwood development. As such, the proposed Phase III is consistent with the goals of the plan, if not the specific designation.

Mr. Hammes reported that the development would be managed by Redwood as a rental community, so there would be no covenants or homeowners’ association.

Mr. Hammes noted that the standards that applied to the initial phases of the development would apply to residential development in this area, with the exception of a required buffer area at the southwest end of Phases I and II (since that buffer already exists).

Mr. Hammes reported that construction was expected in late 2026, following the completion of Phase II. The proposed phasing plan for this site would see construction completed in 2028.

Mr. Hussong asked about the density of Phase III, referencing the number of dwelling units and the different unit sizes. Mr. Hammes replied that the preliminary plan refers to dwelling units in the aggregate, with the calculation of density taking only the raw number of units into account. The Final Plan approval would be where the applicant would need to show specific utility capacities and designs.

Ms. Cox opened the public portion of the meeting, and invited the applicant forward.

Mr. Greg Thurman of Redwood Vandalia addressed the Commission on behalf of the applicant. He confirmed that the number of bedrooms in Phase III would be the equivalent of 59 two-bedroom units, and that the number of one-bedroom units would balance out the number of three-bedroom units.

Mr. Thurman reported that Phase I was 99% leased, with a waiting list for Phases I and II. With the decline of assisted living facilities following the COVID pandemic, the Provision Living agreement had been cancelled. With parcel 3 now available, the expansion of the Redwood development is now a viable option on this site.

Ms. Cox asked about parcel 2, which would also be approved for multi-family residential uses if the amendment is approved. Mr. Thurman replied that there were no plans for a Phase IV at this time, due to the topography of the site. If a small development is proposed for that site in the future, amending the PUD now would remove the need to seek a second amendment at that time.

Hearing no further public comment, Ms. Cox closed the public portion of the meeting.

Review Criteria

Ms. Cox explained that the Commission would discuss the Preliminary Plan review criteria. Major amendments rely on the criteria for either preliminary or final plans, depending on the amendment in question, so only one set of criteria would be reviewed.

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: While the proposed structures for this development are similar in style to the other homes built in Subarea C, Staff feels that the updated exteriors provide sufficient variety to comply with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Major Amendment to the Redwood Vandalia Planned Unit Development. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Major Amendment.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for Phase III of the Redwood Vandalia development. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

**New Business – PC 25-0008 – Planned Unit Development and Preliminary Plan
Towns at Cassel Grove (600 Corporate Center Drive)**

Mr. Hammes introduced Case PC 25-0008. Jeff Puthoff, P.E., of Choice One Engineering, on behalf of DR Horton, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves one parcel totaling 14.494 acres +/- located at the south end of Corporate Center Drive in the City of Vandalia. As proposed, the subject property would be rezoned from the O - Office district to a Residential Planned Unit Development. The property is owned by the Hague Corporation.

Mr. Hammes described the proposed subdivision, noting that the 72 homes in this neighborhood would be a detached townhome design. This affords homeowners the advantages of a single-family lot, with rear and side yards, while still providing a unique townhome aesthetic.

Mr. Hammes discussed the history of the site, explaining that the parcel was one of the few parcels in the City with the O – Office zoning. The parcel had been zoned to O – Office several decades ago, with the intent of building an office building or office complex. No such development ever happened, and a large-scale office development is less likely in 2025 than it would have been in decades past. The owners of the property had identified this Medium-Density Residential development had been identified as a viable alternative use.

Mr. Hammes discussed the Airport Environs Overlay (AEO) as applied to this parcel. He noted that the parcel was south of the 70 DNL area, which would prevent the construction of Single-Family homes. The 65 DNL area, which encompasses almost the entire site, permits Single-Family Residential development of the type proposed. There are no issues with the AEO that would prevent the proposed development.

Mr. Hammes described the lot design. He reported that the proposed lots had a minimum width of 35 feet. This is larger than the lot width for attached townhomes (22'), but narrower than the typical width for single-family homes in the RSF-4 district (55').

Mr. Hammes noted that one lot at the northeast end of the site would be reserved for a model home.

Mr. Hammes described the proposed green space, noting that the entire site would have an open space buffer between this development and adjacent properties. There would also be a buffer between Phases I and II of the development. A small tot lot is reserved at the northwest end of the site. A 40-foot buffer would be preserved to the east, between this development and the homes on Damian Street.

Mr. Hammes discussed the density of the proposed development. He explained that the development would have 4.96 dwellings per acre. The Zoning Code requires single-family residential PUDs to have fewer than 6 dwellings per acre. Attached townhomes would need to meet the multi-family standard of 12 dwellings per acre, making this development less dense than the alternative.

Mr. Hammes described the roadways proposed for the development. The existing cul-de-sac at Corporate Center Drive would be removed in favor of two side streets with three cul-de-sacs. The Fire Division has reviewed the layout, and has no objections to the proposed design with regards to emergency access. All roads would be public right-of-way.

Mr. Hammes added that there would be no road connection to Pool Avenue. A pedestrian walkway would be provided at the north end of the site, connecting this development to the existing neighborhood to the east.

Mr. Hammes discussed the Comprehensive Plan. He explained that the area was designated as “Neighborhood Commercial” due to the O – Office zoning, and that all O – Office parcels in the City were designated as Neighborhood Commercial. In this case, the parcel does not have the interconnectivity or access to fit the intent of the Neighborhood Commercial designation, and the business types intended for that designation would not be viable on this property. Further, the proposed Medium Density Residential use would be consistent with the Medium Density Residential neighborhood to the east. In closing, Mr. Hammes stated his view that the proposed development was consistent with the goals and intent of the Comprehensive Plan if not the specific designation.

Mr. Hammes listed the permitted uses for the site. Single-Family Residential homes would only be permitted on the numbered building lots. Passive open space uses would be permitted on all lots in the development, and accessory uses would be permitted as required by the code.

Mr. Hammes discussed the development standards for the development. He explained that the building lots would be 35 feet in width with 25-foot front and rear yards. Side yards would be set at a minimum of 5.5 feet, which would create at least 10 feet of distance between homes. Open Space lots would have different standards, locking them into at least 1 acre in size. The tot lot would be a 55-foot lot, as proposed.

Mr. Hammes explained that single-family residential PUDs generally include requirements for different home styles and colors, in order to encourage variety in designs and break up monotony. All garages would be required to accommodate two vehicles. Architectural Standards not set by the PUD would default to the standards of the RSF-2 district.

Mr. Hammes discussed the remaining standards for the development. Several corner lots would be oriented to match adjacent homes, and any lots on curves would have their frontage measured at the setback line as is standard for cul-de-sac lots. Other standards not set by the PUD (such as lot design) would default to the standards of the RMF district, owing to the size of the lots proposed here.

Mr. Hussong acknowledged that living near an airport is something that residents in this area are used to dealing with.

Mr. Hussong expressed concern over access within the development, given that there is only one path in and out of the development. In the event of an emergency, residents who need to leave might not be able to get past emergency equipment and first responders.

Mr. Hammes replied that the code did not require a second exit, based on the level of traffic expected from the development. Further, he noted that the vicinity did not lend itself to an additional exit. Mr. Hussong replied that the site does need to be developed, but that he wanted to make sure the issue with access to and from the site was being reviewed. Mr. Hammes confirmed that staff would review that issue and identify alternatives.

Mr. Plant asked about the target buyer for these homes. Ms. Cox invited the applicant to the podium.

Mr. Rob Smith, with DR Horton, addressed the Commission as applicant. He thanked the Commission for considering the application. He described DR Horton as “America’s Homebuilder”, and noted that the company was excited to expand into Southwest Ohio. The company has built communities in Clayton, Xenia, New Carlisle, Huber Heights, and new communities in Troy and Butler Township.

Mr. Smith added that the company had been in Ohio for five years. His office, based in Cincinnati, serves the Cincinnati and Dayton markets. The company staffs its offices with local employees who know the area and are familiar with the local community.

Mr. Smith explained that their initial proposal for this site involved traditional attached townhomes. The detached townhome product had seen some success in other markets, offering the best of both worlds, and the proposal was revised to offer this new type of home. The detached townhome offers the best of both worlds, with a townhome style of home and the private backyard.

Mr. Smith confirmed that his company would be willing to work with the City to expand the pedestrian walkway with bollards and other upgrades, so that the walkway could serve as an emergency access (or egress) if needed.

Mr. Aaron Horn, of DR Horton, added that the company had provided a packet of information about the development. He thanked staff for the detailed presentation.

Ms. Cox, echoing Mr. Plant’s earlier question, asked about the target audience for this type of home. Mr. Horn replied that these homes were targeted to buyers who want a smaller property to maintain and who may not want to share walls with their neighbors. Empty nesters and young urban professionals were mentioned as two target demographics. He added that families with dogs prefer having a fenced-in backyard (as opposed to a shared common backyard).

Mr. Smith added that some families may also take an interest in the site, noting that easy pedestrian access to nearby parks would benefit families with young children.

Mr. Plant asked about the idea of empty nesters buying homes with two stories. Mr. Smith replied that some empty nesters were comfortable with having a single staircase. He suggested that this unique product will find unique buyers who see that this product fits their lifestyle.

Ms. Cox asked about the location of the development and whether its isolated location or its proximity to the airport could cause problems. Mr. Smith replied that job growth in the area and proximity to the highway would highlight this as a safe, relatively affordable development in a strategic location.

Mr. Horn added that the neighborhood would be designed so as to set it apart from the adjacent properties. He discussed the green space provided in the plan and the pedestrian access to Pool Ave.

Mr. Hussong asked for clarification on the walkability. Mr. Horn replied that the Helke Park area, including recently upgraded pickleball courts, would be a major amenity for residents in this development.

Ms. Cox asked about buffering around the site. Mr. Horn referred to the Landscaping Plan, discussing the proposed plantings at the edges of the property. He noted that some areas were considered wetlands, which limited what they could plant. He pointed out that the plan called for preserving as much mature growth (including trees) as possible.

Mr. Smith added that a buffer area would be preserved along the east side of the development. His company's interest is in making every lot viable, so that they do not have unsold property.

Ms. Cox asked about the price point for the proposed homes. Mr. Smith replied that these homes in the current market would sell in the \$270,000 to \$310,000 price range. He reiterated his company's position that there is a market for homes in this price range.

Hearing no further questions from the Commission, Ms. Cox opened the public portion of the meeting.

Mr. John Seagraves of 3353 Hertlein Lane, addressed the Commission. He explained that he was one of several residents who negotiated the zoning to O-2 when the owner at the time wanted Industrial. There was work done at that time that was not allowed, and he and his neighbors have fought that for a long time. He added that he and his neighbors have septic systems.

Mr. Seagraves challenged the prices offered by the applicant. He argued that the property would be ideal for a medical office, and that medical companies in the region are eager to build new medical offices. He suggested that the owners of the property had not properly marketed the site, which is why it had not sold.

Mr. Seagraves argued that no empty nester would buy a home with a staircase.

Mr. Seagraves reported that he had not received a letter 40 years ago, and that he had not received a letter for this meeting. He thanked his neighbor for letting him know about the meeting. He added that his wife is in the hospital, and that he would be leaving once he concluded his remarks.

Mr. Seagraves stated that he had grown up in West Virginia, and that the proposed homes resembled "company homes".

Mr. Seagraves argued that the site had not been maintained, and that the City had not required them to properly maintain their land. When the current owner bought the property, they were aware that the land was zoned O-2.

Mr. Seagraves noted that he has emergency vehicles on his street every day.

Mr. Seagraves discussed water issues with the property. He said that the development of the site would send water into his backyard. As a real estate agent, he argued that the property would not be marketable.

Mr. Seagraves asked if the City had investigated the builder, arguing that the company has been involved in a number of lawsuits in other states.

Mr. Seagraves asked the Commission to turn down the application. He argued that the homes built on this site should match the homes on Damian Street. Any development on the site should match the current zoning.

Mr. Donnie Donathan of 515 Damian Street, addressed the Commission. He reminded the Commission that he had opposed a previous proposal for industrial zoning on this property, and that he opposes this rezoning. He displayed a petition of residents in the area who also opposed the development.

Mr. Donathan requested that Mr. Hammes stop receiving illegitimate proposals. He argued that the City should have rejected the application outright due to the number of homes proposed.

Mr. Donathan stepped away from the podium to refer to the displayed map of the proposed development. He argued that, if developed, the site would send a large amount of stormwater into his property and the properties of his neighbors. He reported that the area behind his home retained water due to poorly designed storm drains. He complained that the City had ignored his complaints about the issue.

Mr. Donathan argued that the current owners have not maintained the property, and that a new owner should be required to do so.

Mr. Donathan discussed drainage issues from 23 years ago along Pool Avenue and Damian Street.

Mr. Donathan argued that the stormwater for the development would flood his basement when the retention area overflows.

Mr. Donathan argued that Mr. Hammes should have rejected this proposal due to his stormwater concerns.

Mr. Donathan suggested that he could buy one of these homes for \$200,000 and rent it out as an Air BNB. He argued that no one would pay that much for homes near the airport and Tackett Trees.

Mr. Donathan stated that he wanted this development stopped. He stated that his petition featured over 30 signatures, and that he had prevented spouses and children from signing – one signature per address only.

Mr. Donathan argued that the Homeowners' Association would become bankrupt, and that kids could drown in the retention areas if no one maintains the site.

Mr. Donathan argued that he has an ownership interest in the fifty-foot area behind his house, because he had maintained it for fifty years.

Mr. Donathan asked for nice homes on the property, preferring homes that would sell for \$450,000.

Stepping away from the podium, Mr. Donathan encouraged the audience to sign the petition.

Hearing no further comments, Ms. Cox closed the public meeting.

Mr. Plant asked the applicant to address the stormwater concerns. Mr. Smith replied that he expected some concern from adjacent property owners about the stormwater. In general, his company intends to improve the site and the stormwater flow within the area. He introduced his engineer to address the details of their proposal.

Mr. Ryan Lefeld, with Choice One Engineering, addressed the Commission. The retention ponds proposed are there for stormwater management and treatment. The requirement is that stormwater is analyzed both before and after the proposed development, and that the development cannot release more stormwater than the current level of the site.

Mr. Lefeld reported that the development has to follow normal downstream flow for stormwater, and that no drainage can be directed into neighboring backyards or other properties.

Mr. Hussong asked about the Carriage Hills development in Huber Heights. Mr. Smith replied that his company had done a small part of that development.

Mr. Plant asked for clarification about the stormwater. Mr. Lefeld replied that stormwater may currently run over the ground into adjacent properties. Once the development is in place, water that comes from the development would be directed to the proposed ponds, which would then outlet into the storm sewer system. The storm water that normally goes into backyards would be intercepted before it reaches adjacent properties.

Ms. Cox asked if the roadway design would impact stormwater. Mr. Hammes replied that the roadways would be public roadways, and as such they would need to comply with City and Ohio EPA standards for stormwater. Mr. Lefeld added that the City has additional standards in their Stormwater Protection Plan that would govern the site.

Mr. Graham added that the roadways were designed to be wider than standard. Mr. Cron confirmed this, noting that the 37' width proposed is six feet wider than the usual 31' standard.

Mr. Plant expressed concern about the traffic flow within the development, noting that the design of the site may result in on-street parking that could restrict traffic flow.

Hearing no further comments, Ms. Cox moved on to the Review Criteria.

Planned Unit Development District Review Criteria

Recommendations and decisions on Planned Unit Development applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed Planned Unit Development furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed Planned Unit Development is necessary to accommodate the style of home intended for this site. The detached townhome-style structures proposed would not be feasible in a standard zoning district.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the site has adequate access to transportation, utilities, and other required public services.

Mr. Plant and Ms. Cox agreed with the staff comment. Mr. Hussong disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Given the location and nature of the proposed development, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Given the proposed preservation of green space as part of this development, Staff feels that the proposed Planned Unit Development complies with this review criteria.

Mr. Hammes noted that the project is required to have no negative impact on the vicinity with regards to storm water management, and that the staff comment reflects that requirement.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Preliminary Plan Review Criteria

The Planning Commission shall not recommend in favor of, and City Council shall not approve, a preliminary plan for a planned unit development unless each body respectively finds that the preliminary plan does the following:

- A. The proposed development is consistent with the Official Thoroughfare Plan, the Comprehensive Plan and other applicable plans and policies of the City of Vandalia;

Staff Comment: Staff feels that the proposed Planned Unit Development, in its current form, is consistent with the City's goals and policies. Staff notes that any inconsistencies with the Comprehensive Plan are justified given current conditions in the vicinity.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- B. The proposed development could be substantially completed within the period of time specified in the schedule of development submitted by the applicant;

Staff Comment: Staff feels that the proposed schedule of development is reasonable and achievable.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- C. The proposed development provides accessibility to public roads that are adequate to carry the traffic that shall be imposed upon them by the proposed development; that the number of vehicular access points to public roads from high traffic generating uses are minimized to limit the number traffic conflict points; and that the streets and driveways on the site of the proposed development shall be adequate to serve the users of the proposed development;

Staff Comment: Staff feels that the design of the proposed development meets this criterion.

Ms. Cox agreed with the staff comment. Mr. Hussong and Mr. Plant disagreed. The Planning Commission disagreed with the staff comment by a vote of 2-1.

- D. The proposed development shall not impose an undue burden on public services such as utilities, fire, school and police protection;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- E. The proposed development contains such proposed covenants, easements and other provisions relating to the proposed development standards as reasonably may be required for the public health, safety and welfare;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- F. The proposed development shall include adequate open space, landscaping, screening and other improvements;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- G. The location and arrangement of signs, structures, parking and loading areas, material/waste storage, walks, lighting and related facilities shall be compatible with existing and future uses both within and adjoining the proposed development;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- H. The proposed development shall preserve natural features such as watercourses, trees and rock outcrops, to the degree possible, so that they can enhance the overall design of the PUD;

Staff Comment: Noting the areas designated as open space and the preservation of natural vegetation in those areas, particularly to the east, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- I. The proposed development is designed to take advantage of the existing land contours in order to provide satisfactory road gradients and suitable building lots and to facilitate the provision of proposed services;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- J. The proposed development shall not create excessive additional requirements for public facilities and services at public cost;

Staff Comment: Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- K. The proposed development shall not involve uses, activities, layout and building designs that are detrimental to the use of both the proposed facilities and/or nearby properties by reason of excessive traffic, noise or vibration, storm water flooding, air or water emissions, objectionable glare or lack of proper regard for privacy;

Staff Comment: Noting that the only proposed uses are residential in character or passive open space uses, Staff feels that the proposed development complies with this review criterion.

Mr. Hussong asked for clarification on review criterion K. Mr. Hammes replied that the review criteria apply to all PUD proposals, regardless of type. Mr. Hussong noted that a business use would create more stormwater issues than the proposed residential use. Mr. Hammes confirmed that the aggregate stormwater from the site must be maintained or improved by the new use, whatever that new use might be.

Mr. Hussong and Ms. Cox agreed with the staff comment. Mr. Plant disagreed. The Planning Commission agreed with the staff comment by a vote of 2-1.

- L. The proposed development has buildings designed with sufficient architectural variety and exterior surface complexity but including elements which serve to visually unify the development;

Staff Comment: Given the variety of home designs and their thematic similarities, Staff feels that the proposed development complies with this review criterion.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- M. The proposed development has minimized the size of paved areas or provided adequate visual relief through the use of landscaped islands while providing adequate parking.

Staff Comment: As no standalone parking lots or vehicular use areas are proposed, Staff feels that this review criterion does not apply. Guest parking spaces provided along common areas meet the code's requirements for such parking spaces.

Mr. Hammes noted that the only additional parking proposed in this development would be street parking at the center of the development (near the cluster mailboxes), along the northwest cul-de-sac, and at the tot lot.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed Planned Unit Development for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Planned Unit Development.

Ms. Cox reported that Staff recommended Approval of the proposed Preliminary Plan for the Towns at Cassel Grove. Mr. Hussong made a motion to recommend approval. Mr. Plant seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed Preliminary Plan.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Mr. Donathan stepped to the podium and began to speak. Ms. Cox stated that the public portion of the meeting had closed. Mr. Donathan handed his petition to the chair, and reported that the City would be hearing from his attorney.

New Business – PC 25-0009 – Rezoning – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0009. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests a change of zoning as previously established by the Zoning Ordinance of the City of Vandalia. The request involves three parcels totaling 5.219 acres +/-, located at 3675 Wyse Road in the City of Vandalia. As proposed, the subject properties would be rezoned from the O/IP - Office / Industrial Park district to the I – Industrial and HB – Highway Business districts.

Mr. Hammes explained that R&R Takhar Oil Company, a current Vandalia business, wished to consolidate its operations onto one property. They propose a new corporate office building, a fueling station with convenience retail, and a truck facility to maintain the company's fleet of fuel trucks.

Mr. Hammes added that the fueling station use would require Highway Business zoning, while the truck facility would require Industrial zoning.

Mr. Hammes described the surrounding zoning as a blend of I – Industrial and O/IP – Office / Industrial Park districts. The proposed Industrial zoning would fit well with the industrial parcels in the vicinity. Highway Business zoning is not present, but the location of the site near I-75 makes an HB zoning reasonable for this site.

Mr. Hussong asked about the volume of trucks stored at and serviced by the proposed truck facility. Mr. Hammes replied that the applicant was present and would be able to provide that information.

Mr. Hussong asked about access to the site. Mr. Hammes explained that there would be two curb cuts for the office parcel and one each for the truck facility and fueling station. An additional point of access may be established between the adjacent property and the fueling station, but that that arrangement would be negotiated between the two property owners.

Ms. Cox invited the applicant to the podium.

Mr. Richard Drake, of Drake Architecture, spoke on behalf of the applicant. In response to Mr. Hussong, Mr. Drake reported that Takhar Oil operates 50 vehicles servicing over 75 fueling stations. 8 to 10 trucks would be stored on this property at any one time.

Mr. Drake explained that the company needs additional office space to bring their entire operation together on one property. The fueling station would be a test store where they can showcase their operations and try new things.

Mr. Drake noted that he had lived in the area for years, and that he was surprised that this property had remained vacant for so long. This parcel is a natural fit for the proposed use, and a fueling station on this side of the highway would be successful.

Mr. Hussong asked if the flow of traffic at this site would be similar to the company's existing site. Mr. Drake confirmed that it would.

Ms. Cox asked if the area was already saturated with fuel stations. Mr. Drake replied that there were only three fueling stations in the vicinity, and none of them were on this side of the highway.

Hearing no further comments, Ms. Cox closed the public portion of the meeting.

Zoning Map Amendment Review Criteria

Recommendations and decisions on zoning map amendment applications shall be based on consideration of the following review criteria. Not all criteria may be applicable in each case, and each case shall be determined on its own facts.¹

- (1) The proposed amendment will further the purposes of this overall code;

Staff Comment: Staff feels that the proposed rezoning furthers the purposes of the code.

The Planning Commission agreed with the staff comment by a vote of 3-0.

¹ Vandalia Zoning Code, Section 1214.07(d) – Zoning Map Amendment Review Criteria

- (2) The proposed amendment and proposed uses are consistent with the City's adopted plans, goals and policies;

Staff Comment: Staff feels that the proposed rezoning is consistent with the City's goals and policies generally, and that it is not inconsistent with the Comprehensive Plan.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions;

Staff Comment: Staff feels that the proposed rezoning is necessary due to changing conditions, namely the long-planned expansion of commercial uses along the Benchwood Road corridor.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) The public facilities such as transportation, utilities, and other required public services will be adequate to serve the proposed use;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) The proposed rezoning will not adversely affect the economic viability of existing developed and vacant land within the City;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The proposed amendment is not likely to result in significant adverse impacts upon the natural environment, including air, water, noise, storm water management, wildlife, and vegetation, or such impacts will be substantially mitigated;

Staff Comment: Staff feels that the proposed rezoning complies with this review criteria.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (7) The proposed amendment will not constitute an instance where special treatment is given to a particular property or property owner that would not be applicable to a similar property, under the same circumstances;

Staff Comment: Staff feels that the proposed zoning is justified on the merits, and does not constitute special treatment.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (8) The proposed amendment would correct an error in the application of this Planning and Zoning Code as applied to the subject property.

Staff Comment: Staff feels that this criterion does not apply.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended Approval of the proposed rezoning from the O/IP – Office / Industrial Park district to the HB – Highway Business and I – Industrial districts, respectively. Mr. Plant made a motion to recommend approval. Mr. Hussong seconded.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed rezoning.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

New Business – PC 25-0010 – Conditional Use (Truck Facility) – 3675 Wyse Road

Mr. Hammes introduced Case PC 25-0010. Richard Drake, of Drake Architecture, on behalf of R&R Takhar Oil Company, requests Conditional Use approval for a Truck Facility in the I – Industrial district. The request involves two parcels totaling 1.814 acres +/-, located at 3675 Wyse Road in the City of Vandalia.

Mr. Hammes explained that the project involves a truck facility at the north end of the site. Truck facilities are conditional uses in the I – Industrial district. He noted that this particular truck facility would only service trucks owned by the company itself, and would not be open to the public as such.

Mr. Hammes added that there would be no amenities provided for truck drivers. The 9,000 square foot structure would be used for maintenance and repair of trucks.

Mr. Hammes pointed out that the applicant would need to improve Homestretch Road by widening the west side of the road to meet the requirements of the Thoroughfare Plan.

Mr. Hammes reported that Staff recommended three conditions. These were listed as follows:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Hammes explained that these conditions were not unusual for a facility of this type. Condition 1 requires that the site be rezoned to Industrial before the conditional use goes into effect. Condition 2 would require that the two parcels set aside for this use be combined. Condition 3 requires that all roadway improvements be installed according to the Director of Public Service's standards.

Mr. Richard Drake returned to the podium to speak on behalf of the applicant. He explained that the facility would have a small break room and restrooms for employees working on trucks, but will otherwise have no amenities for drivers.

Mr. Hammes pointed out that the plan included no provisions for large fuel tanks or equipment for loading fuel into the company's fuel tanker trucks. Mr. Drake confirmed that there would be no fuel products stored on-site. He added that any fuel trucks stored on-site would be stored empty.

Hearing no further questions, Ms. Cox closed the public portion of the meeting.

Ms. Cox noted that the current application is a much better use than previous proposals for this property.

Conditional Use Permit Criteria

Ms. Cox read the conditional use permit criteria into the record. The Planning Commission shall not recommend in favor of an application for a conditional use permit unless it finds the following:

- (1) The establishment, maintenance, or operation of the conditional use would not be detrimental to or endanger the public health, safety, morals or general welfare;

Staff Comment: Given that this facility would not be open to the public, Staff feels that the use would meet this criterion as proposed.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Conditional Use Permit Criteria (Cont'd)

- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, or will not substantially diminish and impair property value within the neighborhood;

Staff Comment: Staff feels that the conditional use would not be injurious to the use and enjoyment of other property in the vicinity, nor would property values be negatively impacted.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Staff Comment: The proposed conditional use does not appear likely to impede the development or improvement of any surrounding property.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (4) Adequate utilities, access roads, drainage and other necessary facilities have been or are being provided;

Staff Comment: The proposal includes provisions for adequate utilities, drainage, roadway improvements, and other necessary facilities.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (5) Adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets;

Staff Comment: The design of the site provides appropriate access to and from Homestretch Road. The proposed conditional use is not expected to significantly impact traffic conditions on either roadway.

The Planning Commission agreed with the staff comment by a vote of 3-0.

- (6) The conditional use will be located in a district where such use is permitted and that all requirements set forth in this code and applicable to such conditional use will be met.

Staff Comment: Staff feels the conditional use will be located in a district where such use is conditionally permitted, and all requirements set forth in the code applicable to this use have been or will be met.

The Planning Commission agreed with the staff comment by a vote of 3-0.

Recommendation

Ms. Cox reported that Staff recommended **approval** for the proposed conditional use of a Truck Facility in the I – Industrial district with the following conditions:

1. No conditional use approval shall be effective for this site until the effective date of legislation approving the rezoning of this site to the I – Industrial district.
2. All parcels upon which the proposed conditional use shall be conducted must be consolidated before any building permit is issued for this site.
3. All required roadway improvements shall be completed to the standards of, and under the supervision of, the Director of Public Service.

Mr. Plant made a motion to recommend approval of the proposed conditional use, with the conditions as laid out by Staff. Mr. Hussong seconded the motion.

By a vote of 3-0, the Planning Commission recommended **Approval** of the proposed conditional use permit with three conditions.

Ms. Cox noted that the recommendations of the Commission would next be reviewed at the Council Study Session on Monday, July 21st, 2025.

Communications

Mr. Hammes noted that the reorganizational meeting would be held at the first meeting with all five members present - including a new member who would fill the current vacancy. Mr. Hammes also wished Mr. Arnold a speedy recovery.

Mr. Hammes confirmed that the July 22nd meeting had been cancelled for lack of an agenda. He added that he expected to have at least one application for the meeting on August 12th.

Mr. Hammes reminded the Commission of the joint Planning Commission / BZA training scheduled for July 29.

Mr. Hammes (belatedly) welcomed Mr. Hussong to the Planning Commission, and thanked him for volunteering to serve.

Adjournment

Ms. Cox asked for a motion to adjourn. Mr. Hussong made the motion. Mr. Plant seconded the motion. The vote passed 3-0.

Mr. Atkins adjourned the meeting at 8:40 p.m.

Acting Chairperson

Memorandum



To: Kurt E. Althouse, City Manager
From: Brandon B. Sucher, Police Chief 
Date: June 16, 2024
Subject: Retail Liquor Permit Request – Pilot Travel Centers

I received notification from the Ohio Department of Commerce, Division of Liquor Control, that Pilot Travel Centers LLC, DBA Flying J Travel Plaza 097, located at 175 Northwoods Blvd., has submitted a request for a liquor permit. They are requesting approval for a C1 permit, allowing for the purchase of beer only, in original sealed container for carry out. I do not have objections to this liquor permit request and recommend the City does not request a hearing on this permit application.



**Department
of Commerce**

Division of Liquor Control

6606 Tussing Road, P.O. Box 4005
Reynoldsburg, Ohio 43068-9005

CERTIFIED MAIL™



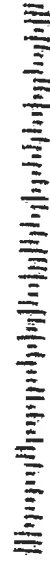
9214 7969 0099 9790 1847 3433 98

US POSTAGE PAID PITNEY BOWES
ZIP 43215 **\$ 009.64⁰**
02 TW
0008030029 JUN 25 2025



69282280145
CLERK OF VANDALIA CITY COUNCIL
333 JE BOHANAN DR
VANDALIA, OH 45377

4537732354 0001



NOTICE TO LEGISLATIVE
AUTHORITY

MAIL

JUN 27 2025

City of Vandalia

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

69282280145	STCK	PILOT TRAVEL CENTERS LLC
PERMIT NUMBER	TYPE	DBA FLYING J TRAVEL PLAZA 097
ISSUE DATE		175 NORTHWOODS BLVD
04 18 2024		VANDALIA OH 45377
FILING DATE		
C1		
PERMIT CLASSES		
57 187 A	F33418	
TAX DISTRICT	RECEIPT NO.	

FROM 05/23/2025

PERMIT NUMBER	TYPE
ISSUE DATE	
FILING DATE	
PERMIT CLASSES	
TAX DISTRICT	RECEIPT NO.



MAILED

6/25/2025
05/23/2025

RESPONSES MUST BE POSTMARKED NO LATER THAN.

7/25/2025
06/28/2025

HP

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A STCK 6928228-0145

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF VANDALIA CITY COUNCIL
333 JE BOHANAN DR
VANDALIA OH 45377

2025 MAR 18 AM 11:58

SECTION A – Issued Permit Holder Information

*Issued Permit Holder's Business Name as listed on the issued permit: Pilot Travel Center #285		*Issued Permit Holder #: 6928228-0200	
*Permit Premises Address: 10258 Lancaster Road SW		*Is Permit Holder an Agency Store? ☐ YES ☒ NO If YES, what is the assigned agency # _____	
*Township (if premises is outside city limits):	*City: Hebron	*Zip Code: 43025	*County: Licking
*Contact Name: Adrienne Flowers		*Who will be the Primary Contact for this Application: ☒ Contact Listed ☐ Attorney Listed Below	
Phone:		*Business Phone: (865) 588-7488	
*Primary Contact's Email Address: l i c e n s i n g @ p i l o t t r a v e l c e n t e r s . c o m			
Attorney Information (if applicable)		Name:	
Address:	City:	State:	Zip Code:
Phone #:			
Attorney Email Address:			

SECTION B – LLC Ownership Description

1. * List the **CURRENT 5% or more** owners in the issued permit as currently disclosed to us – Not sure who/what we have on record? Go to com.ohio.gov/liquorinfo (select "who has a disclosed ownership interest in a particular liquor permit" tab and enter the permit number listed on your issued permit).

	Person or Company Name	Membership Units	
		# Held	% Held
1	National Indemnity Company		80
2	Pilot Corporation		20
3			
4			

2. * List the **NEW/REVISED 5% or more** owners as they should be listed in the issued permit **AFTER** the change. (Note, depending on your proposed change it's possible that some individuals might be listed above and below.) Any real persons **MUST** be at least 21 years of age. In addition to filling out the below information, please submit an updated **LLC Membership Disclosure Form** (OR com.ohio.gov/requiredforms - select form "Limited Liability Disclosure" form) that matches the "NEW/REVISED" information below.

	Person or Company Name	Membership Units	
		# Held	% Held
1	National Indemnity Company		99
2			
3			
4			



Department of Commerce

Division of Liquor Control

OHIO DIV. LIQUOR CONTROL
LICENSING SCAN RM. 1-A

2025 JAN 24 PM 2:27

Division Use Only:

Permit # _____

☐ New ☐ Transfer ☐ Renewal

Limited Liability Company (LLC) Disclosure Form

(This form must be submitted when an LLC is the applicant/permit holder)

Ohio Revised Code 4303.293

Limited Liability Companies wanting to obtain a liquor permit are required to disclose member/voting interest and management information to the Division. "*" Indicates a required field.

In Sections B and D below, if a company owns or has a voting interest of 5% or more, a separate LLC Disclosure Form is required for each company. For example, assume the liquor permit applicant is XYZ, LLC. Further assume that on XYZ, LLC's entity disclosure form it lists ABC, Inc. as having either membership or voting interests in Sections B or D, respectively. In that case, another disclosure form also needs submitted on behalf of ABC, Inc. listing who/what owns ABC, Inc.

SECTION A - LLC Information			
* Business Entity Name as registered with the Secretary of State: Pilot Travel Centers LLC		DBA (Doing Business As): Pilot Travel Center #455	
* Permit Premises Address: 488 State Route 61		* Charter # on File with Ohio Secretary of State: 1226958	* Tax ID: -
* City or Township (if premises is outside city limits): Marengo	* State: OH	* Zip Code: 43334	* Total Membership Units Issued: 100%
* Email Address: licensing@pilottravelcenters.com			

* SECTION B - Ownership in LLC - List individual(s)/company(ies) owning 5% or more of the LLC:						
- The % of "Membership Units Held" must total 100% (include the percentage of those that own less than 5% of the LLC in your calculation) - If more space is needed, provide an additional sheet. - Mailing address cannot be the permit premises.						
Person/Company Name	Mailing Address, City, State, Zip Code OR Email Address	Tax ID or SSN	Birthdate	Phone #	Membership Units	
					# Held	% Held
National 1) Indemnity Company	1314 Douglas Street, Suite 1400 Omaha, NE 68102			(866) 720-7881		99
BCI background check done? Date _____ ☐ No ☐ N/A						
Berkshire Hathaway 2) Life Insurance Company of Nebraska	1314 Douglas Street, Suite 1400 Omaha, NE 68102			(402) 916-3000		1
BCI background check done? Date _____ ☐ No ☐ N/A						
3)						
BCI background check done? Date _____ ☐ No ☐ N/A						
4)						
BCI background check done? Date _____ ☐ No ☐ N/A						
If the above listed percentages do not equal 100%, are there other people/companies that individually or in combination own less than 5% of the LLC?						
☐ YES - there are other persons/companies that own less than 5% ☐ N/A - all persons/companies own at least 5%						

Angela Swartz

From: CANDICE FARST <sevsun@aol.com>
Sent: Friday, June 20, 2025 8:37 AM
To: Kurt Althouse; Angela Swartz
Subject: Docs from MSI
Attachments: Vandalia-MSI Agreement 2025.pdf; We sent you safe versions of your files

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

Below are the documents needed for Midwest sculpture initiative lease of eight sculptures.
CKFarst
Sent from my iPhone

Begin forwarded message:

From: Midwest Sculpture Initiative <contact@msisculpture.com>
Date: June 19, 2025 at 3:19:35 PM EDT
To: CANDICE FARST <sevsun@aol.com>
Subject: Re: Its That Time Of Year Again

Good afternoon Candice,
Attached is the exhibition agreement and the amount will be the same as last year,
\$17,850.
Please let me know if you need anything else.
Thank you,
Bridgid

On Thu, Jun 19, 2025 at 6:03 AM CANDICE FARST <sevsun@aol.com> wrote:
Good morning. I need the agreement and the amount for our next council meeting. Thank
you.
CKFarst
City of Vandalia

Sent from my iPhone

Begin forwarded message:

From: Midwest Sculpture Initiative <contact@msisculpture.com>
Date: June 18, 2025 at 3:01:48 PM EDT
To: CANDICE FARST <sevsun@aol.com>
Subject: Re: Its That Time Of Year Again

Hi Candice,

That's great news!
Bridgid

On Tue, Jun 17, 2025 at 11:03 PM CANDICE FARST <sevsun@aol.com> wrote:

The VandaliaArts Council voted today, June 17, 2025 to move forward with lease of eight sculptures for the fall of 2025. We will put this on our next City Council agenda. Do you need any other documentation from us at this time?

Thank you.

Candice Farst, Liason
Vandalia Arts Council

On May 20, 2025, at 1:06 PM, Midwest Sculpture Initiative <contact@msisculpture.com> wrote:

Candice,

It's that time of year again to reserve your spot in the Fall Series of Outdoor Sculpture Exhibits with Midwest Sculpture Initiative!

We realize that you may not have a firm commitment on funding. We are asking that you only commit to allow MSI to issue the 'Calls for Sculptors'.

It's 'First come, first served'. The order of the selection of sculptures for the exhibits will be based on when you respond. The budget remains the same as last year. Should you require a copy of that budget, please ask.

The plan for the coming season is to issue the 'Call for Sculptors' on June 27th, 2025, with submissions due from the sculptors by August 31st, 2025. The selection process for the venues would begin September 4th and conclude September 24th. De-installation/installation would begin early October and conclude at the end of October 2025. Your commitment deadline is June 26th, 2025, please commit via email.

We look forward to working with you to promote sculpture, visually enhance your environment and keep sculptors working!

Sincerely,

Bridgid, Ian, and Ken
Midwest Sculpture Initiative



Midwest Sculpture Initiative
11993 East US 223, Blissfield, MI 49228
(517) 486-4591
msisculpture@netzero.net

VANDALIA OUTDOOR SCULPTURE EXHIBITION AGREEMENT 2025-26

The Midwest Sculpture Initiative will provide services to the City of Vandalia through the following means:

- issue a 'Call for Artists' through direct and emailing mailing of 1650 +/- prospectus, posting on our website (www.msisculpture.com) and various web services;
- conduct a 'Jury' of the submitted sculptures for selection by your committee;
- handle all communication with the exhibiting artists;
- enter into a separate agreements with each exhibiting artist to ensure the quality of their workmanship, their acceptance of liability for damage or loss of the artwork, as well as, timely delivery to and pick-up from the exhibit of their artwork;
- provide suitable pads and/or pedestals for the selected sculptures;
- provide the equipment and manpower necessary for installation and de-installation;
- provide maintenance of the sculpture, pads and pedestals for the duration of the exhibit;
- erect a dedicated page on our website (msisculpture.com) and provide links to your website(s);
- provide photographs and biographic materials about each artist to aid in the promotion of the exhibit;
- handle any and all sales of sculptures at a forty percent commission (20% goes to Vandalia, Client);
- promote the use of sculpture as a learning tool in elementary and secondary schools;
- and generally work to promote the exhibition throughout its duration.

The City of Vandalia agrees to:

- provide brochures and/or posters, web presence, press releases, and other promotional means;
- promote the use of sculpture as a learning tool in elementary and secondary schools;
- provide General Liability Insurance;
- provide for the security of the sculpture through additional police activity;
- generally work to promote the exhibition throughout its duration;
- and make timely payments according to the schedule to be determined.

All work outlined above will be completed in a workmanlike and timely manner according standard professional practices. We maintain General, Professional and Product Liability Insurance and all of our workers are covered by Workman's Compensation Insurance.

MSI: _____ DATE: _____
Kenneth M. Thompson, MSI

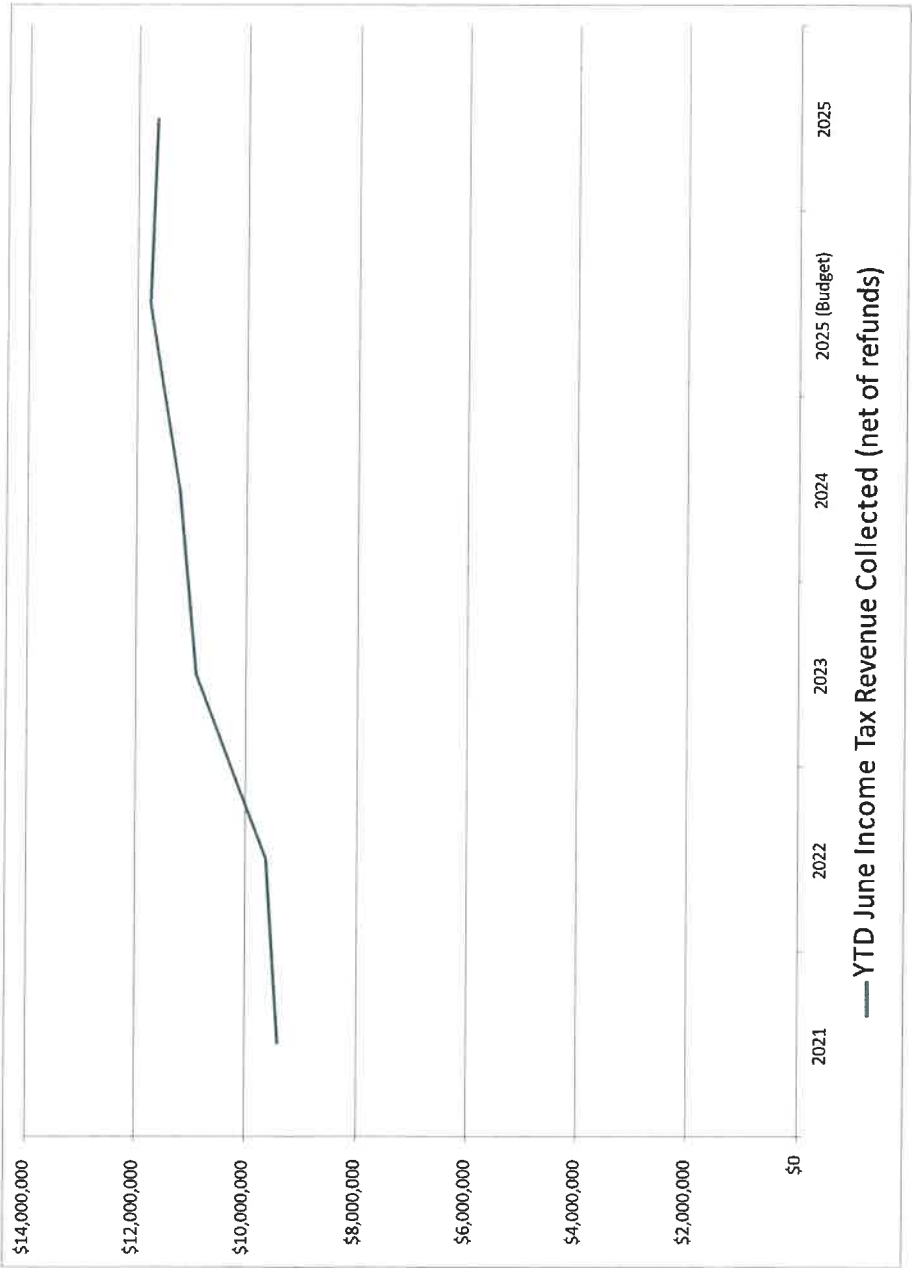
CLIENT: _____ DATE: _____

Financial Report

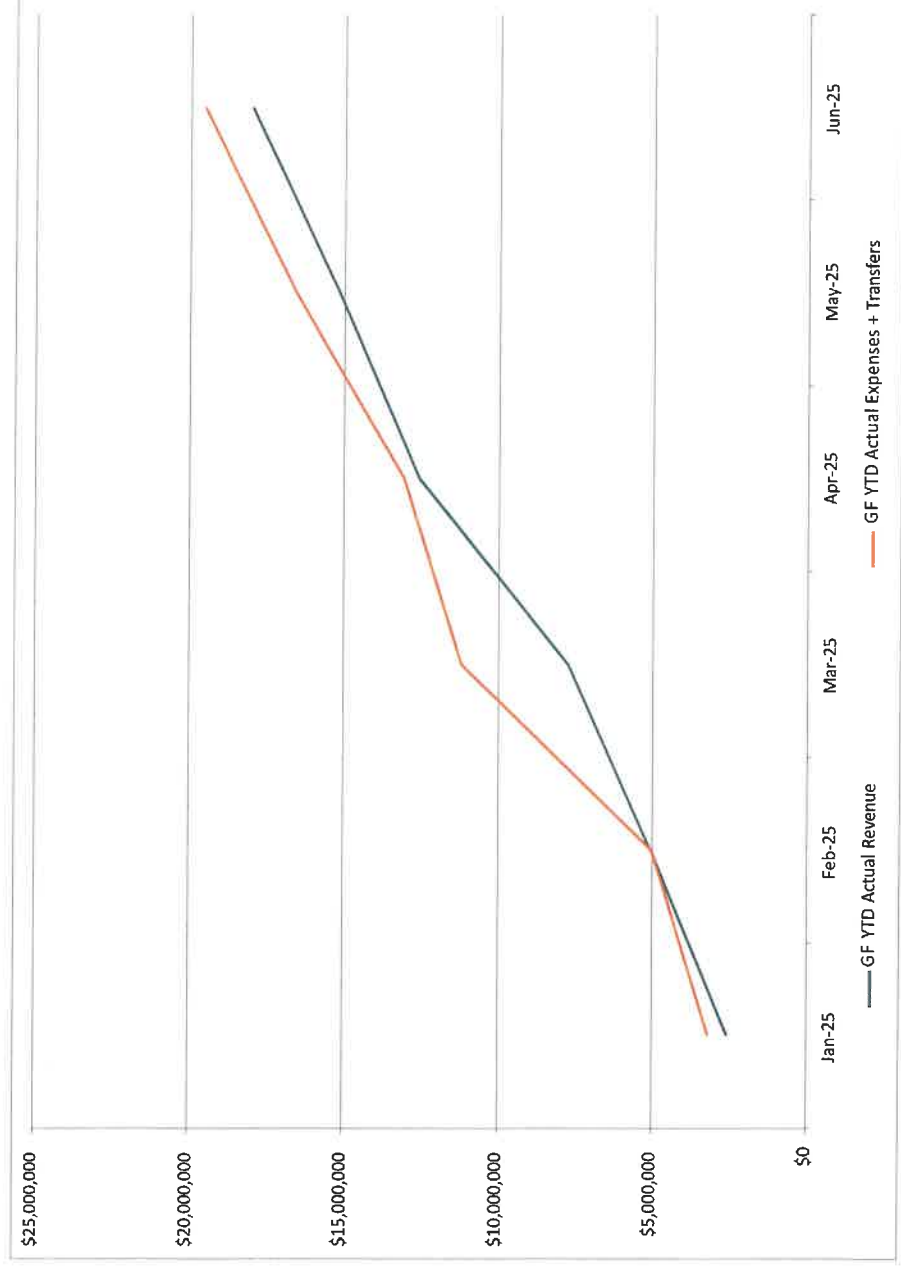
June 2025

General Fund	Budget (YTD)	Actual (YTD)	Difference
Revenue			
Income Tax	\$ 10,997,750	\$ 11,966,081	\$ 968,331
Other	\$ 5,470,186	\$ 6,047,617	\$ 577,431
Total	\$ 16,467,936	\$ 18,013,698	\$ 1,545,762
Expenses			
Income Tax Refunds	\$ 250,000	\$ 313,762	\$ 63,762
Other	\$ 13,753,039	\$ 13,753,942	\$ 903
Transfers	\$ 3,401,371	\$ 5,490,582	\$ 2,089,211
Total	\$ 17,404,410	\$ 19,558,286	\$ 2,153,876

YTD June Income Tax Revenue Collected (net of refunds)



GF YTD Actual Revenue vs GF YTD
Actual Expenses + Transfers (June
2025)



FUND STATEMENT						
Fund	Description.....	Beg Yr Bal....	YTD JUNE 30, 2025 Ytd Receipts..	Ytd Expenses..	Unexp bal.....	Encumbrances..
110	GENERAL FUND	22,124,164.15	18,013,698.10	19,558,285.89	20,579,576.36	2,607,669.18
221	STREET FUND	1,257,083.13	1,577,321.49	600,519.81	2,233,884.81	1,975,087.16
222	STATE HIGHWAY FUND	346,272.75	92,106.54	97,772.49	340,606.80	22,566.74
224	PERMISS MOT VEH LIC TX FD	201,011.87	26,716.53	11,224.01	216,504.39	8,991.52
225	LAW ENFORCEMENT FUND	54,435.83	-	-	54,435.83	9,068.94
226	DRUG LAW ENFORCEMENT FUND	4,118.77	25.00	-	4,143.77	-
227	OMVI EDUCATION & ENFORCEMENT F	70,529.05	8,923.59	-	79,452.64	-
228	OMVI INDIGENT FUND	297,764.03	13,057.90	-	310,821.93	-
229	COMPUTER LEGAL RSCH FUND	95,291.93	58,114.30	68,354.52	85,051.71	12,058.27
230	INDIGENT DRIVERS IAM FUND	188,323.24	3,561.00	-	191,884.24	32.00
233	POLICE CPT FUND	55,911.52	35,117.00	-	91,028.52	-
234	9-1-1 SERVICE SYSTEM	-	37,936.18	-	37,936.18	-
238	AMERICAN RESCUE PLAN ACT	169,734.97	-	156,734.97	13,000.00	-
241	FEMA SPECIAL REVENUE FUND	3.23	-	-	3.23	-
242	STORMWATER SPECIAL REVENUE	193,053.66	291,936.85	323,848.66	161,141.85	245,897.01
244	ONEOHIO OPIOID SETTLEMENT	97,733.18	2,543.37	-	100,276.55	-
245	JOB CREATION AND REVITALIZATION	3,384,453.37	121,511.55	2,143,505.01	1,362,459.91	280.00
250	INFRASTRUCTURE	711,880.28	26,683.92	95,450.00	643,114.20	245,450.00
251	COURT PROJECTS SPECIAL REVENUE	57,068.28	110,911.99	90,908.08	77,072.19	21.72
255	EMPLOYEE RETIREMENT RESERVE	1,198,854.74	300,000.00	153,660.27	1,345,194.47	-
260	CRISIS INTERVENTION TRAIN FUND	-	-	-	-	-
325	CAPITAL IMPROVEMENT FUND	534,857.02	2,104,695.00	797,845.55	1,841,706.47	990,853.07
332	POLICE-FIRE-STREET CIP FUND	591,917.18	1,699,113.94	980,596.53	1,310,434.59	267,378.03
333	TIF CAPITAL PROJECTS FUND	540,492.94	55,734.30	16,514.49	579,712.75	39,972.62
336	STONEQUARRY CROSSINGS TIF FUND	42,750.24	4,231.35	2,228.80	44,752.79	26,868.59
337	CDBG FUND	(50,000.01)	-	-	(50,000.01)	100,000.00
339	FIRE EQUIPMENT FUND	259.34	-	-	259.34	-
340	OPWC FUND	(262,610.29)	-	-	(262,610.29)	-
360	FACILITIES IMP/MAINT RESERVE	2,143,935.50	1,630,200.00	205,377.44	3,568,758.06	1,489,656.98
436	G.O. DEBT SERVICE FUND	394,892.13	322,182.00	3,022.00	714,052.13	500.00
641	GOLF COURSE OPERATIONS FUND	3,091,376.09	561,780.85	953,917.36	2,699,239.58	1,589,729.42
643	CASSEL HILLS GOLF MEM. FUND	564.41	-	-	564.41	-
651	WATER FUND	3,795,776.37	2,146,957.07	2,031,451.51	3,911,281.93	3,892,805.75
652	SEWER FUND	3,143,816.70	2,312,018.13	1,962,056.52	3,493,778.31	2,010,106.96
872	HOSPITAL CARE TRUST FUND	25,908.88	1,014,930.75	1,285,907.64	(245,068.01)	280,588.15
						(525,656.16)

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES
JUNE 30, 2025**

	2024 JUNE ACTUAL	2024 JAN-JUNE BUDGET	2024 JAN-JUNE ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 JUNE ACTUAL	2025 JAN-JUNE BUDGET	2025 JAN-JUNE ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Income Taxes	1,935,011	9,835,500	11,538,064	19,671,000	59%	2,070,865	10,991,750	11,566,081	21,995,500	54%
Other Taxes	5,124	930,834	1,054,503	1,861,667	57%	5,118	1,031,358	1,091,476	2,062,716	53%
Intergovernmental	37,917	491,641	353,439	983,282	36%	95,118	968,175	910,051	1,936,350	47%
Licenses, Permits, and Fees	154	-	2,592	-	-	1,676	-	7,336	-	-
Fines and Forfeitures	103,938	627,500	645,152	1,255,000	51%	113,816	628,750	704,198	1,257,500	56%
Charges for Services	377,512	2,092,971	2,115,692	4,185,941	51%	423,366	2,134,958	2,513,973	4,269,916	59%
Other Revenue	122,227	444,703	920,770	889,406	104%	145,250	706,945	820,582	1,413,890	58%
TOTAL REVENUES:	2,581,883	14,423,148	16,630,212	28,846,296	58%	2,864,208	16,467,936	18,013,698	32,935,872	55%
EXPENDITURES:										
Council/City Manager	217,983	2,586,544	3,315,379	5,173,289	64%	1,154,874	2,640,176	3,669,717	5,280,351	69%
Finance/Tax	157,088	794,245	816,790	1,588,490	51%	127,851	787,638	843,201	1,575,315	54%
Court	128,089	1,028,262	918,651	2,056,523	45%	124,978	1,099,456	925,216	2,198,911	42%
Police	418,789	3,289,756	2,972,543	6,579,513	45%	449,181	3,308,274	2,909,672	6,616,548	44%
Fire	271,531	1,933,298	1,875,764	3,866,596	49%	317,739	2,170,453	1,981,324	4,340,905	46%
Recreation	353,632	2,267,364	2,016,056	4,534,728	44%	374,873	2,414,697	2,441,588	4,829,383	44%
DES/Public Works	210,996	1,452,442	1,406,076	2,924,884	48%	81,464	1,510,708	1,528,425	3,021,415	51%
Non-Departmental	7,889	73,425	89,413	146,850	61%	6,823	71,625	68,560	143,250	48%
TOTAL EXPENDITURES	1,765,997	13,435,436	13,410,672	26,870,872	50%	2,637,783	14,093,039	14,067,704	28,006,078	50%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	36,381	-	32,761	0%	-	-	-	-	-
Advances In	-	-	-	-	-	-	-	-	-	-
Transfers Out	(172,019)	(4,528,113)	(3,223,826)	(9,056,227)	36%	(190,357)	(3,401,371)	(5,490,582)	(6,802,743)	81%
Advances Out	-	-	(555,000)	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	(172,019)	(4,511,733)	(3,778,826)	(9,023,466)		(190,357)	(3,401,371)	(5,490,582)	(6,802,743)	
TOTAL SURPLUS/(DEFICIT)	643,868	(3,524,021)	(559,285)	(7,048,042)		36,068	(936,474)	(1,544,588)	(1,872,949)	

POLICE-FIRE-STREET CIP FUND
STATEMENT OF REVENUES AND EXPENDITURES
JUNE 30, 2025

	2024 JUNE ACTUAL	2024 JAN-JUNE BUDGET	2024 JAN-JUNE ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 JUNE ACTUAL	2025 JAN-JUNE BUDGET	2025 JAN-JUNE ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Intergovernmental	-	34,000	66,386	68,000	98%	178,815	34,000	245,689	68,000	361%
Other Revenue	36,824	18,412	171,754	36,823	466%	-	468,000	15,585	816,000	2%
TOTAL REVENUES:	36,824	52,412	238,140	104,823	227%	178,815	442,000	261,274	884,000	30%
EXPENDITURES:										
Police	19,483	146,777	133,270	293,554	45%	22,495	143,835	138,572	287,670	48%
Fire	5,353	121,514	85,553	243,027		22,619	131,707	150,832	263,413	
TOTAL EXPENDITURES	19,483	146,777	133,270	536,581	25%	45,114	275,542	289,404	551,083	53%
OTHER FINANCING SOURCES/(USES)										
Transfers In	172,019	1,297,519	1,396,597	2,595,037	54%	190,357	1,375,000	1,437,840	2,750,000	52%
Advances In	-	-	-	-		-	-	-	-	
Advances Out	-	-	-	-		-	-	-	-	
Police - Capital	(43)	(148,914)	(71,566)	(297,827)	24%	(7,984)	(156,800)	(161,937)	(313,600)	52%
Fire - Capital	(28,050)	(141,150)	(249,158)	(287,300)	88%	(27,947)	(187,000)	(219,499)	(374,000)	59%
Public Works - Capital	(20,981)	(547,316)	(595,500)	(1,094,632)	54%	(58,737)	(648,985)	(295,130)	(1,337,970)	22%
Fire - Debt	-	(125,713)	-	(251,425)	0%	-	(125,720)	-	(251,440)	0%
Public Works - Debt	-	(74,928)	(135,229)	(149,855)	90%	-	(14,676)	(14,626)	(29,252)	50%
TOTAL OTHER FINANCING SOURCES/(USES)	122,944	259,499	345,143	518,998		95,689	221,869	746,647	443,738	
TOTAL SURPLUS/(DEFICIT)	140,285	165,134	450,013	87,240		229,390	388,328	718,517	776,655	

GOLF FUND
STATEMENT OF REVENUES AND EXPENDITURES
JUNE 30, 2025

	2024 JUNE ACTUAL	2024 JAN-JUNE BUDGET	2024 JAN-JUNE ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 JUNE ACTUAL	2025 JAN-JUNE BUDGET	2025 JAN-JUNE ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Memberships	-	4,000	7,750	8,000	97%	160	4,000	3,565	8,000	45%
Greens Fees	89,374	253,500	251,812	507,000	50%	84,600	276,000	232,428	552,000	42%
Cart Rentals	37,768	102,500	101,514	205,000	50%	35,185	112,500	90,620	225,000	40%
Merchandise Sales	5,082	12,500	12,032	25,000	48%	4,688	12,500	11,909	25,000	48%
Food and Beverage Sales	17,612	46,500	45,107	93,000	49%	18,416	51,000	43,991	102,000	43%
Rental Income	28	150	167	300	56%	37	150	121	300	40%
Other Revenue	4,797	11,250	12,584	22,500	56%	4,442	12,750	29,148	25,500	114%
TOTAL REVENUES:	154,660	430,400	430,966	860,800	50%	147,527	468,900	411,781	937,800	44%
EXPENDITURES:										
Personal Services	48,782	298,977	244,357	597,954	41%	51,271	292,573	240,473	585,145	41%
Contractual Services	19,739	89,929	59,575	179,857	33%	11,367	100,911	111,027	201,822	55%
Materials and Supplies	23,008	103,243	82,224	206,487	40%	8,143	104,591	77,024	209,182	37%
Other Expenditures	5,609	29,514	22,201	59,027	38%	3,507	29,514	21,507	59,027	36%
TOTAL EXPENDITURES	97,138	521,663	408,357	1,043,325	39%	74,288	527,588	450,032	1,055,176	43%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	1,152,500	-	2,305,000	0%	-	75,000	150,000	150,000	100%
Capital	-	(999,517)	(13,500)	(1,999,033)	1%	-	(127,500)	(503,885)	(255,000)	198%
TOTAL OTHER FINANCING SOURCES/(USES)	-	152,984	(13,500)	305,967		-	(52,500)	(353,885)	(105,000)	
TOTAL SURPLUS/(DEFICIT)	57,522	61,721	9,109	123,442		73,239	(111,188)	(392,137)	(222,376)	

2022 budgeted expenditures included \$56,473 of prior encumbrances.

WATER FUND
STATEMENT OF REVENUES AND EXPENDITURES
JUNE 30, 2025

	2024 JUNE ACTUAL	2024 JAN-JUNE BUDGET	2024 JAN-JUNE ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 JUNE ACTUAL	2025 JAN-JUNE BUDGET	2025 JAN-JUNE ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Service Charges and Collections	274,314	1,671,723	1,666,434	3,343,445	50%	355,711	2,089,653	2,059,801	4,179,306	49%
Intergovernmental	-	-	-	-	-	-	-	-	-	-
Water Tap-in Fees	8,565	2,958	-	5,915	0%	1,061	3,697	1,061	7,394	14%
Well Field Protection Fee	1,870	52,750	52,279	105,500	50%	8,824	52,750	52,296	105,500	50%
Rental Income	2,155	17,000	11,217	34,000	33%	1,926	12,500	11,554	25,000	46%
Other Revenue	-	10,500	27,607	21,000	131%	2,190	13,000	22,245	26,000	86%
TOTAL REVENUES:	286,903	1,754,930	1,757,537	3,509,860	50%	369,711	2,171,600	2,146,957	4,343,200	49%
EXPENDITURES:										
Personal Services	72,836	477,658	443,922	955,316	46%	66,895	475,830	447,659	951,659	47%
Contractual Services	118,959	880,611	683,683	1,761,222	39%	125,395	966,169	725,499	1,932,337	38%
Materials and Supplies	1,164	26,497	28,166	52,995	53%	3,277	35,650	31,948	71,300	45%
Other Expenditures	122	2,983	1,896	5,986	32%	1,299	500	7,130	1,000	713%
TOTAL EXPENDITURES	193,081	1,387,760	1,157,667	2,775,519	42%	196,865	1,478,148	1,212,236	2,956,296	41%
OTHER FINANCING SOURCES/(USES)										
Debt Proceeds	-	-	-	-	-	-	2,760,000	-	5,400,000	0%
Transfers In	-	-	-	-	-	-	-	-	-	-
Debt Payments	(26,332)	(134,865)	(88,487)	(263,729)	33%	(21,435)	(107,235)	(79,636)	(214,469)	37%
Capital	(296,900)	(1,078,338)	(1,271,070)	(2,156,675)	59%	(242,588)	(3,973,900)	(739,579)	(7,947,800)	9%
TOTAL OTHER FINANCING SOURCES/(USES)	(323,231)	(1,213,203)	(1,359,558)	(2,426,404)		(264,023)	(1,381,135)	(819,215)	(2,762,269)	
TOTAL SURPLUS/(DEFICIT)	(229,410)	(846,032)	(759,687)	(1,692,063)		(91,177)	(687,683)	115,506	(1,375,365)	

2022 budgeted expenditures included \$464,912 of prior encumbrances.

SEWER FUND
STATEMENT OF REVENUES AND EXPENDITURES
JUNE 30, 2025

	2024 JUNE ACTUAL	2024 JAN-JUNE BUDGET	2024 JAN-JUNE ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 JUNE ACTUAL	2025 JAN-JUNE BUDGET	2025 JAN-JUNE ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Service Charges and Collections	71,662	466,752	446,765	933,503	48%	102,085	606,777	583,308	1,213,554	48%
Intergovernmental	397	-	1,717	-	-	-	-	1,887	-	-
Sewer Tap-In Fees	-	3,938	-	7,875	0%	849	5,119	849	10,238	8%
Wastewater Treatment Fees	205,872	1,316,438	1,255,263	2,632,875	48%	306,284	1,711,369	1,725,974	3,422,738	50%
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES:	277,931	1,787,127	1,703,745	3,574,253	48%	409,218	2,323,265	2,312,018	4,646,530	50%
EXPENDITURES:										
Personal Services	73,926	478,508	451,526	957,015	47%	67,950	478,585	444,043	957,169	46%
Contractual Services	103,075	812,317	622,677	1,624,635	38%	140,502	891,579	726,506	1,783,159	41%
Materials and Supplies	1,508	26,259	28,689	52,517	55%	4,263	26,178	29,512	52,357	56%
Other Expenditures	-	649	1,298	1,298	100%	-	500	-	1,000	0%
TOTAL EXPENDITURES	178,509	1,317,733	1,104,191	2,635,465	42%	212,716	1,396,842	1,200,061	2,793,684	43%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	-	-	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-	-	-	-	-
Debt Payments	(3,990)	(81,490)	(43,804)	(162,980)	27%	(3,990)	(64,740)	(44,949)	(129,480)	35%
Capital	(455,009)	(247,250)	(1,616,427)	(494,500)	327%	(39,200)	(3,204,017)	(717,047)	(6,408,035)	11%
TOTAL OTHER FINANCING SOURCES/(USES)	(458,999)	(328,740)	(1,660,231)	(657,480)		(43,190)	(568,757)	(761,995)	(1,137,515)	
TOTAL SURPLUS/(DEFICIT)	(359,578)	140,654	(1,060,678)	281,308		153,312	357,666	349,962	715,331	

2022 budgeted expenditures included \$275,096 of prior encumbrances.

COST RECOVERY
YTD JUNE 30, 2025

Golf Course					
	2021	2022	2023	2024	2025
Revenues	378,179	350,852	442,569	430,966	411,781
Expenditure - Operating	359,564	376,407	415,845	397,917	450,032
Expenditure - Building Maint.	-	7,314	8,771	9,181	6,163
% Cost Recovery	105.18%	91.43%	104.23%	105.86%	90.26%
Expenditure - Capital	15,868	44,377	26,575	13,500	503,885
% Cost Recovery	100.73%	81.96%	98.09%	102.47%	42.89%
Recreation Center					
	2021	2022	2023	2024	2025
Revenues	426,511	545,666	516,182	622,298	656,263
Expenditure - Operating	613,190	671,769	742,847	808,370	843,968
Expenditure - Building Maint.	-	6,065	12,009	10,962	10,124
% Cost Recovery	69.56%	80.50%	68.38%	75.95%	76.84%
Expenditure - Capital	23,773	28,003	89,424	57,464	107,612
% Cost Recovery	66.96%	77.31%	61.14%	70.97%	68.24%
Cassel Hills Pool					
	2021	2022	2023	2024	2025
Revenues	59,129	69,632	62,460	74,762	68,717
Expenditure - Operating	68,660	54,489	69,804	73,488	84,895
Expenditure - Building Maint.	-	4,574	10,622	10,634	19,665
% Cost Recovery	86.12%	117.89%	77.66%	88.87%	65.72%
Expenditure - Capital	13,479	11,274	4,196	9,599	23,623
% Cost Recovery	71.99%	99.00%	73.81%	79.77%	53.61%

FUND STATEMENT YTD JUNE 30, 2025

Fund Description.....	Beg Yr Bal....	Ytd Receipts..	Ytd Expenses..	Unexp bal.....	Encumbrances..	Unenc bal.....
110 GENERAL FUND	22,124,164.15	18,013,698.10	19,558,285.89	20,579,576.36	2,607,669.18	17,971,907.18
221 STREET FUND	1,257,083.13	1,577,321.49	600,519.81	2,233,884.81	1,975,087.16	258,797.65
222 STATE HIGHWAY FUND	346,272.75	92,106.54	97,772.49	340,606.80	22,566.74	318,040.06
224 PERMISS MOT VEH LIC TX FD	201,011.87	26,716.53	11,224.01	216,504.39	8,991.52	207,512.87
225 LAW ENFORCEMENT FUND	54,435.83	-	-	54,435.83	9,068.94	45,366.89
226 DRUG LAW ENFORCEMENT FUND	4,118.77	25.00	-	4,143.77	-	4,143.77
227 OMVI EDUCATION & ENFORCEMENT F	70,529.05	8,923.59	-	79,452.64	-	79,452.64
228 OMVI INDIGENT FUND	297,764.03	13,057.90	-	310,821.93	-	310,821.93
229 COMPUTER LEGAL RSCH FUND	95,291.93	58,114.30	68,354.52	85,051.71	12,058.27	72,993.44
230 INDIGENT DRIVERS IAM FUND	188,323.24	3,561.00	-	191,884.24	32.00	191,852.24
233 POLICE CPT FUND	55,911.52	35,117.00	-	91,028.52	-	91,028.52
234 9-1-1 SERVICE SYSTEM	-	37,936.18	-	37,936.18	-	37,936.18
238 AMERICAN RESCUE PLAN ACT	169,734.97	-	156,734.97	13,000.00	-	13,000.00
241 FEMA SPECIAL REVENUE FUND	3.23	-	-	3.23	-	3.23
242 STORMWATER SPECIAL REVENUE	193,053.66	291,936.85	323,848.66	161,141.85	245,897.01	(84,755.16)
244 ONEOHIO OPIOID SETTLEMENT	97,733.18	2,543.37	-	100,276.55	-	100,276.55
245 JOB CREATION AND REVITALIZATION	3,384,453.37	121,511.55	2,143,505.01	1,362,459.91	280.00	1,362,179.91
250 INFRASTRUCTURE	711,880.28	26,683.92	95,450.00	643,114.20	245,450.00	397,664.20
251 COURT PROJECTS SPECIAL REVENUE	57,068.28	110,911.99	90,908.08	77,072.19	21.72	77,050.47
255 EMPLOYEE RETIREMENT RESERVE	1,198,854.74	300,000.00	153,660.27	1,345,194.47	-	1,345,194.47
260 CRISIS INTERVENTION TRAIN FUND	-	-	-	-	-	-
325 CAPITAL IMPROVEMENT FUND	534,857.02	2,104,695.00	797,845.55	1,841,706.47	990,853.07	850,853.40
332 POLICE-FIRE-STREET CIP FUND	591,917.18	1,699,113.94	980,596.53	1,310,434.59	267,378.03	1,043,056.56
333 TIF CAPITAL PROJECTS FUND	540,492.94	55,734.30	16,514.49	579,712.75	39,972.62	539,740.13
336 STONEQUARRY CROSSINGS TIF FUND	42,750.24	4,231.35	2,228.80	44,752.79	26,868.59	17,884.20
337 CDBG FUND	(50,000.01)	-	-	(50,000.01)	100,000.00	(150,000.01)
339 FIRE EQUIPMENT FUND	259.34	-	-	259.34	-	259.34
340 OPWC FUND	(262,610.29)	-	-	(262,610.29)	-	(262,610.29)
360 FACILITIES IMP/MAINT RESERVE	2,143,935.50	1,630,200.00	205,377.44	3,568,758.06	1,489,656.98	2,079,101.08
436 G.O. DEBT SERVICE FUND	394,892.13	322,182.00	3,022.00	714,052.13	500.00	713,552.13
641 GOLF COURSE OPERATIONS FUND	3,091,376.09	561,780.85	953,917.36	2,699,239.58	1,589,729.42	1,109,510.16
643 CASSEL HILLS GOLF MEM. FUND	564.41	-	-	564.41	-	564.41
651 WATER FUND	3,795,776.37	2,146,957.07	2,031,451.51	3,911,281.93	3,892,805.75	18,476.18
652 SEWER FUND	3,143,816.70	2,312,018.13	1,962,056.52	3,493,778.31	2,010,106.96	1,483,671.35
872 HOSPITAL CARE TRUST FUND	25,908.88	1,014,930.75	1,285,907.64	(245,068.01)	280,588.15	(525,656.16)
	44,501,624.48	32,572,008.70	31,539,181.55	45,534,451.63	15,815,582.11	29,718,869.52

Negative fund balances YTD due to timing

Monthly Financial Variance Analysis: June 30, 2025

General Fund

Revenues

- Net income tax revenue collected YTD was \$11,652,319, and refunds issued YTD were \$313,762.30. Overall receipts, net of refunds, were up 3.89% as compared to June 2024, also net of refunds.
- Intergovernmental revenue is up YTD due to increase in funds received from the county, state grants, and ED/GE grants.
- Licenses, Permits and Fees is up YTD due to increase in land development fees and other permits and fees.
- Charges for Services is up YTD due to increase in cemetery revenue, miscellaneous revenue, ambulance service, and recreation programs.
- Other Revenue is down YTD due to a decrease in interest revenue received, reimbursements, and sponsorships.

Expenditures

- Council/City Manager expenditures are up YTD due increase in travel and transportation, data processing, and CRA Reimbursement to VBCSD.
- Non-Departmental expenditures are down YTD due to decrease in State/Local Fees, Permits, Licenses, property taxes, and technical supplies.
- Transfers Out are up due to budgeted transfers.

Police-Fire-Street CIP Fund

Revenues

- Intergovernmental is up YTD due to increase in state grants.
- Other Revenues is down YTD due to decrease in reimbursements.

Expenditures

- Police personnel expenditures are up YTD.
- Fire personnel expenditures are up YTD.
- Police Capital is up due to increase in office furniture & equipment, communications equipment, and vehicles.
- Public Works Capital is down due to timing.

Golf Fund

Revenues

- Except for other revenue, overall revenues are down YTD.
- Other Revenue is up YTD due to the sale of fixed assets.

- Transfers In is up YTD due to timing.

Expenditures

- Contractual Services is up YTD due to increase in equipment rental (golf carts), utilities and other services.
- Capital Expenditures is up YTD due to increase in machinery and services equipment and land improvements.

Water Fund

Revenues

- Service Charges & Collections is up YTD due to rate increases.
- Water Tap-In Fees are up YTD.
- Other Revenue is down YTD due to decrease in sale of water meters and sale of fixed assets.

Expenses

- Personal Services is up YTD.
- Other Expenditures is up YTD due to increase in bank service charges.
- Capital purchases are down YTD due to timing.

Sewer Fund

Revenues

- Service Charges & Collections and Wastewater Treatment Fees are up YTD due to rate increases.

Expenses

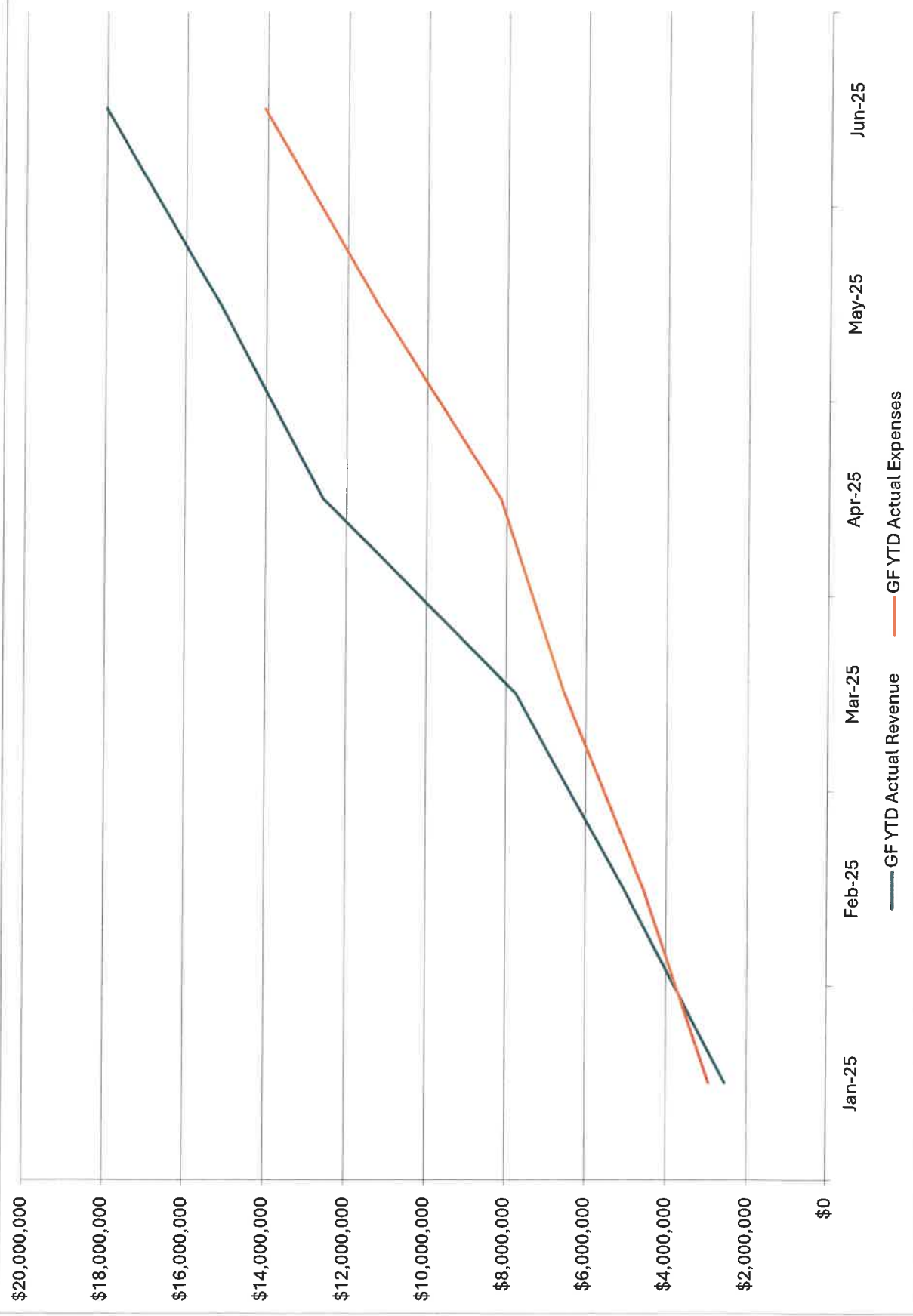
- Contractual Services is up YTD due to increase in communications, bank service charges, and payments to Tri Cities.
- Capital purchases are down YTD due to timing.

CITY OF VANDALIA
INCOME TAX REVENUE COMPARISON - NET OF REFUNDS
2025

PERIOD	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 FORECAST	2025 ACTUAL	Var. to Forecast over (under)	Var. to Prior Yr. over (under)	% VAR. TO FORECAST	% VAR. TO PY ACTUAL
JANUARY	1,476,154	1,700,956	1,787,561	1,952,195	2,140,560	2,179,733	1,802,384	(377,349)	(338,176)	-17.31%	-15.80%
FEBRUARY	1,252,025	1,126,039	1,155,865	1,392,230	1,380,442	1,455,843	1,609,902	154,059	229,460		
YTD	2,728,179	2,826,995	2,943,426	3,344,425	3,521,002	3,635,576	3,412,286	(223,290)	(108,716)	-6.14%	-3.09%
MARCH	1,478,428	1,337,796	1,362,275	1,643,196	1,672,288	1,732,835	1,885,429	152,594	213,141		
YTD	4,206,607	4,164,791	4,305,701	4,987,621	5,193,290	5,368,411	5,297,715	(70,696)	104,425	-1.32%	2.01%
APRIL	1,415,467	2,206,344	2,579,100	3,047,237	2,820,096	3,134,013	2,824,030	(309,983)	3,934		
YTD	5,622,073	6,371,135	6,884,801	8,034,858	8,013,386	8,502,424	8,121,745	(380,679)	108,359	-4.48%	1.35%
MAY	1,048,517	1,634,741	1,235,464	1,272,627	1,376,149	1,441,576	1,522,857	81,281	146,708		
YTD	6,670,591	8,005,876	8,120,265	9,307,485	9,389,535	9,944,000	9,644,602	(299,398)	255,067	-3.01%	2.72%
JUNE	1,396,201	1,393,164	1,506,028	1,597,652	1,826,375	1,827,320	2,007,718	180,398	181,343		
YTD	8,066,792	9,399,040	9,626,293	10,905,137	11,215,910	11,771,320	11,652,319	(119,001)	436,409	-1.01%	3.89%
JULY	1,589,480	1,239,270	1,370,798	1,593,382	1,248,932	1,567,051		(1,567,051)	(1,248,932)		
YTD	9,656,272	10,638,309	10,997,091	12,498,519	12,464,842	13,338,371	11,652,319	(1,686,052)	(812,523)	-12.64%	-6.52%
AUGUST	1,237,765	1,461,277	1,475,294	1,396,583	1,313,679	1,558,786		(1,558,786)	(1,313,679)		
YTD	10,894,037	12,099,586	12,472,385	13,895,102	13,778,521	14,897,157	11,652,319	(3,244,838)	(2,126,202)	-21.78%	-15.43%
SEPTEMBER	1,493,925	1,398,308	1,793,560	1,423,183	1,874,328	1,892,973		(1,892,973)	(1,874,328)		
YTD	12,387,962	13,497,895	14,265,945	15,318,285	15,652,849	16,790,130	11,652,319	(5,137,811)	(4,000,530)	-30.60%	-25.56%
OCTOBER	1,229,632	1,172,064	1,641,209	1,697,616	1,502,056	1,801,436		(1,801,436)	(1,502,056)		
YTD	13,617,593	14,669,959	15,907,154	17,015,901	17,154,905	18,591,566	11,652,319	(6,939,247)	(5,502,586)	-37.32%	-32.08%
NOVEMBER	1,289,480	1,301,460	1,268,989	1,167,243	1,566,156	1,483,705		(1,483,705)	(1,566,156)		
YTD	14,907,074	15,971,419	17,176,143	18,183,144	18,721,061	20,075,271	11,652,319	(8,422,952)	(7,068,742)	-41.96%	-37.76%
DECEMBER	1,283,667	1,481,468	1,540,364	1,783,237	1,858,115	1,920,228		(1,920,228)	(1,858,115)		
YTD	16,190,741	17,452,887	18,716,507	19,966,381	20,579,176	21,995,500	11,652,319	(10,343,181)	(8,926,857)	-47.02%	-43.38%

Original Forecast \$21,995,500

**GF YTD Actual Revenue vs GF YTD
Actual Expenses (June 2025)**





August 18, 2025

Study Session

- Presentation: Department Update Public Service
- Resolution: Bid Award – Robinette Park Splash Pad
- Resolution: Emergency Operations Plan Revision
- Resolution: OPWC grant funding for Pool & Randler (N) Ave Watermain Replacement & Resurfacing
- Resolution: PPM Revision/Update
- Resolution: PD Patrol Vehicle Bid Award
- Resolution: Towing Agreement Bid
- Ordinance: PUD Mulberry Road – Copperfield Section 5
- July 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

- Introduction & Oath of Office Police Captain Brian Krimm, promotion date 7/28/25
- HOLD Introduction & Oath of Office Police Sergeant
- HOLD Introduction & Oath of Office Police Sergeant

Action Item

- Boards & Commissions Appointment – Paula Rohn – Planning Commission
- Boards & Commissions Appointment – Rodney Reeder – Bicycle Committee

Resolution

- Bid Award – Robinette Park
- Cost Sharing Agreement – DIA NE Logistics Access project – Construction Phase
- Montgomery County Emergency Management Agreement

Ordinance – First

- Sewer Use Update
- PC 25-0007 – 7100 Park Center Drive – Redwood Phase III (PUD Amendment & Final Plan)
- PC 25-0008 – 600 Corporate Center – PUD (District & Prelim Plan)
- PC 25-0009 – 3675 Wyse Road – Rezoning (O/IP to HB and I)

Ordinance – Second Reading

- TCA tap/capacity fee

Ordinance – Emergency

Variance/Conditional Use

Bill Listing July

Executive Session

TUESDAY, September 2, 2025

Study Session

- Presentation: Department Update Finance

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

- Emergency Operations Plan Revision
- OPWC grant funding for Pool & Randler (N) Ave Watermain Replacement & Resurfacing
- PPM Revision/Update
- Resolution: PD Patrol Vehicle Bid Award
- Resolution: Towing Agreement Bid

Ordinance – First

- PUD Mulberry Road – Copperfield Section 5

Ordinance – Second Reading

- Sewer Use Update
- PC 25-0007 – 7100 Park Center Drive – Redwood Phase III (PUD Amendment & Final Plan)
- PC 25-0008 – 600 Corporate Center – PUD (District & Prelim Plan)
- PC 25-0009 – 3675 Wyse Road – Rezoning (O/IP to HB and I)

Ordinance – Emergency

Variance/Conditional Use

- Conditional Use: PC 25-0010 – 3675 Wyse Road – Conditional Use (Truck Facility in the I District)

Executive Session

September 15, 2025

Study Session

- Presentation: Department Update - IT
- August 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

- PUD Mulberry Road – Copperfield Section 5

Ordinance – Emergency

Variance/Conditional Use

Bill Listing August

Executive Session

October 6, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

October 20, 2025

Study Session

- September 2025 Financial Reports
- Ordinance: Assessments July, August and September

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

- Assessments July, August and September

Variance/Conditional Use

Bill Listing September

Executive Session

November 3, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

November 17, 2025

Study Session

- October 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing October

Executive Session

December 1, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

December 15, 2025

Study Session

- November 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing November

Executive Session

July 21, 2025