



## PLANNING COMMISSION AGENDA

---

July 8, 2020

Virtual Meeting information on Page #2 of Staff Report  
**\*Attendees will be in a “waiting room” until BZA meeting ends**

Scheduled Time: 7:00pm\*

1. **Call to Order**
2. **Roll Call**
3. **Approval of Meeting Minutes Written Summary and Audio Recording**
  - a) May 13, 2020
4. **Old Business**

None
5. **New Business**
  - a) DLIP Bearlly on behalf Paul Mitchel School (Cincinnati Academy) is requesting Conditional Use Permit for a Temporary Use in a General Business (GB) Zoned District – 11956 Lebanon Road – DLIP Bearlly on behalf Paul Mitchel School (Cincinnati Academy) - Sharonville Zoning Ordinance 1135.03
  - b) The City was awarded a \$10,000 Community Development Block Grant for in-kind planning and design services from Hamilton County Planning and Development.
  - c) Resolution 20-01 in support of Sharonville 2030 Comprehensive Plan, and recommendation by Planning Commission for City Council approval
6. **Discussion**
  - a) None
7. **Adjourn**



513.563.0033

Sharonville Municipal Building  
10900 Reading Road  
Sharonville, Ohio 45241

**CITY OF SHARONVILLE IS INVITING YOU TO A SCHEDULED ZOOM MEETING.**

July 8, 2020 - Scheduled Time 7:00pm\*

**\*Attendees will be in a "waiting room" until BZA meeting ends**

Join Zoom Meeting

<https://us02web.zoom.us/j/83402802944?pwd=ZG1zNmlocnR4MjVkNHhobVNwNUo5dz09>

Meeting ID: 834 0280 2944

Password: 023446

One tap mobile

+13126266799,,83402802944# US (Chicago)

+19292056099,,83402802944# US (New York)

**Dial by your location**

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 834 0280 2944

Find your local number: <https://us02web.zoom.us/j/83402802944?pwd=ZG1zNmlocnR4MjVkNHhobVNwNUo5dz09>

**STAFF SUMMARY**

**For the Planning Commission Meeting of July 8, 2020**

To: Planning Commission  
 From: Sarah Dircks, City Planner (sdircks@cityofsharonville.com)  
 Subject: DLIP Bearly on behalf Paul Mitchel School (Cincinnati Academy) is requesting Conditional Use Permit for a Temporary Use in a General Business (GB) Zoned District – 11956 Lebanon Road – DLIP Bearly on behalf Paul Mitchel School (Cincinnati Academy) – Sharonville Zoning Ordinance 1135.03  
 Date: June 23, 2020

**I. Applicant Request:**

DLIP Bearly on behalf Paul Mitchel School (Cincinnati Academy), property owner of 11956 Lebanon Road, is requesting Conditional Use Permit for a Temporary Use.

**II. Summary:**

As a result of the COVID-19 Pandemic like many business and educational facilities the Paul Mitchel School (Cincinnati Academy) had to close for a period of time and adjust to spacing requirements. As a result there are more students than they can currently accommodate within their building wishing to take classes. The applicant is seeking a Conditional Use Permit to allow the temporary use of mobile classroom units on site to temporarily accommodate their students. No site plan or description of the classroom buildings has been submitted.

**Notified Neighbors**





### III. Staff Recommendation/ Considerations:

Staff recommends Planning Commission discuss the following potential conditions to limit the temporary use:

- (1) How long the units are permitted onsite (i.e. the end of the semester, end of 2021, the end of the COVID-19 pandemic restriction)?
- (2) How many mobile classroom buildings permitted on site at a given time? Are they restricted based off of size of mobile classroom building or number of units?

In addition to the discussed conditions, items 1 and 2, staff recommends Planning Commission consider applying the following conditions:

- (1) Mobile Classrooms are temporarily permitted on-site until \_\_\_\_\_.
- (2) Mobile Classroom units are limited to \_\_\_\_\_.
- (3) The location of the mobile classrooms shall be installed in the side and rear of the property, along the fence line to reduce visibility from Crystal View Ct.
- (4) Traffic flow between the main building and mobile classrooms should be blocked off or minimized for the safety of students.
- (5) All improvements and work indicated on construction drawings/documents approved as part of this Conditional Use review be installed and maintained in good repair and replaced as necessary to remain in compliance with the approved Conditional Use.



---

## STAFF SUMMARY

---

### For the Planning Commission Meeting of July 8, 2020

To: Planning Commission  
From: Sarah Dircks, City Planner (sdircks@cityofsharonville.com)  
Subject: The City was awarded a \$10,000 Community Development Block Grant for in-kind planning and design services from Hamilton County Planning and Development.  
Date: June 24, 2020

On June 8, 2020, the City of Sharonville was awarded a \$10,000 Community Development Block Grant.

This year the grant was modified in response to COVID-19. The grant will run from June till December 2020 and had no city match requirement. The grant will be used for 200 hours of in-kind planning and design services from Hamilton County. The County Planning and Development staff will help the City visualize a trail along the Millcreek tributary Sharon Creek to Sharon Woods, along Creek Road to the Community Center/ Library/ Gower Park, from the Downtown Loop through the neighborhoods to Sharon Woods, and up to two additional undecided bike trail options.

The route options will then be brought before Planning Commission on a monthly basis leading up to the conclusion of the project in December 2020. The goal with visualizing bike trails prior to engineering or full design is to evaluate pros and cons of each trail based on route design, accessibility, and overall development cost estimates. Once visualized, the City can use the route alternative designs to build consensus among the public and elected officials for trail planning efforts within the City. If, and when, there is public and elected support the City can begin applying for funding or plan accordingly to make bike trails and improve connectivity.

Be prepared to discuss trail planning in August.

If you have any suggestions for the 4<sup>th</sup> or 5<sup>th</sup> trail option please feel free to email [sdircks@cityofsharonville.com](mailto:sdircks@cityofsharonville.com) or come prepared to share your ideas at the July 8, 2020 meeting.





## STAFF SUMMARY

---

### For the Planning Commission Meeting of July 8, 2020

To: Planning Commission  
From: Sarah Dircks, City Planner (sdircks@cityofsharonville.com)  
Subject: Resolution 20-01 in support of Sharonville 2030 Comprehensive Plan, and recommendation by Planning Commission for City Council approval  
Date: June 24, 2020

On August 17, 2018 the City of Sharonville began the process to update the citywide Comprehensive Plan and Zoning Code. Comprehensive Plan is not be required by the State of Ohio, but it is a major qualifier to various funding sources and it provides documented public support of city projects and grant applications. This plan is significant because the last time the City completed a Comprehensive Plan to define the vision of the community it was 1984.

Over the last 22 months the Department of Community Development has worked Compass Point Planning, McGill Smith and Punshon (MSP) and Stites & Harbison, a Steering Committee of 16 individuals, and the general public to develop a vision for Sharonville 2030. The vision of the Sharonville 2030 Comprehensive Plan is encompassed within five major themes: (1) Pursue Responsible Community Development; (2) Capitalize on our Economic Momentum; (3) Improve Connectivity; (4) Enhance Community Amenities; (5) Re-Define the vision for Our Places.

The full Sharonville 2030 Comprehensive Plan is available online to review. If you are reading this staff summary digitally you can click this link for the full document: [Click here](#). If you are not simply go to [www.sharonville.2030.com](http://www.sharonville.2030.com) and click on the Sharonville 2030 Comprehensive Plan logo to download the document. The document is designed to be printed 11x 17 and it is 63 pages long in the designed format.

Wendy Moeller of Compass Point Planning will be presenting the plan to the Planning Commission for review and comment. The Department of Community of Development has also prepared Resolution 20-01 for Planning Commission's consideration of the plan, whenever they are comfortable and satisfied with plan to go before City Council.

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SHARONVILLE

RESOLUTION NO. 20-01

---

RESOLUTION IN SUPPORT OF SHARONVILLE 2030 COMPREHENSIVE PLAN, AND  
RECOMMENDATION BY PLANNING COMMISSION FOR CITY COUNCIL APPROVAL.

WHEREAS, On August 17, 2018 the City of Sharonville began the process to update the  
citywide Comprehensive Plan and Zoning Code.

WHEREAS, The last Comprehensive Plan in Sharonville was adopted in 1984; and

WHEREAS, Maintaining a current and approved Comprehensive Plan is not be required by  
the State of Ohio, but it is a major qualifier to various funding sources and it  
provides documented public support of city projects and grant applications; and

WHEREAS, The City of Sharonville Department of Community Development entered an  
agreement in late 2018 with Compass Point Planning, McGill Smith and Punshon  
(MSP) and Stites & Harbison, for their planning and zoning services to complete  
the Sharonville 2030 Comprehensive Plan and Zoning Code update; and

WHEREAS, After 22-months of public engagement, editing and review, and guidance from a  
dedicated Steering Committee made up of resident, community and business  
stakeholders, the Department of Community Development is requesting Planning  
Commission's approval of the Sharonville 2030 Comprehensive Plan and  
recommend approval to City Council; and

WHEREAS, The vision of the Sharonville 2030 Comprehensive Plan is encompassed within  
five major themes: (1) Pursue Responsible Community Development; (2)  
Capitalize on our Economic Momentum; (3) Improve Connectivity; (4) Enhance  
Community Amenities; (5) Re-Define the vision for Our Places.

NOW THEREFORE BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF  
SHARONVILLE THAT:

SECTION 1. The Planning Commission herewith recommends that the City Council give due  
consideration to this Resolution to approve the Sharonville 2030 Comprehensive  
Plan.

SECTION 2. That the City Council initiates the necessary legislation at the earliest time  
allowed by law.

SECTION 3. The Secretary of the Planning Commission is hereby instructed to cause a copy  
of this Resolution and any exhibits to be forwarded to the City Council.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Kevin Hardman, Planning Commission Chairperson

\_\_\_\_\_  
John Creech, Secretary