

**PLANNING COMMISSION  
MEETING MINUTES SUMMARY  
July 14, 2021**

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Commission Secretary Mr. John Creech called the regular Sharonville Planning Commission meeting of July 14, 2021 to order at 7:00 p.m.

Roll Call

- ◆ In attendance for Roll Call were Planning Commission Members: Mr. Jim Lukas, Mr. Sam Schutte, Mr. Bill Martin, and Mr. Bill Knight. Mayor Hardman was absent with notice.
- ◆ Councilman Rob Tankersley was in attendance to provide insight on behalf of City Council where applicable.
- ◆ Also in attendance were Community Development staff: Mr. John Creech (Director of Community Development – Commission Secretary), Ms. Jamie Kreindler (City Planner), and Ms. Sydney Yee (Urban Planning Co-Op). Mr. John Creech chaired the meeting in Mayor Hardman’s absence.

Approval of Meeting Minutes Written Summary and Audio Recording

- ◆ The written summary of minutes and audio recording from the regular Planning Commission meeting of June 9, 2021 were approved as written and distributed.

Old Business

- ◆ None

New Business

- ◆ **Site Plan Review to create a connecting building between two existing buildings at 3590 Hauck Road (Gilkey Window Company)**
  - This is a request submitted by Christian Stone on behalf of the property owner Gilkey Window Company. The property address is 3590 Hauck Road near the intersection of Tramway Drive and Hauck Road. The site is zoned GI (General Industrial).
  - The Applicant is requesting Site Plan Review for a building expansion on the Hauck Road site. Currently, there are two existing buildings divided among four parcels on the property owned by Gilkey Window Company. This proposed addition would connect the two existing structures to create one connected building.
  - The total size of the combined site is 1.7 acres, and the square footage of the proposed new building is 11,700. The estimated total cost for the project is \$933,500, and the estimated cost of the new structure is \$855,000. As shown on the rendering submitted by the Applicant, the connecting building is one-story in height and painted white to match the exterior of the existing building at 3600 Hauck Road. Similar to the Gilkey Window Company Fiberglass & Paint Division storefront located at 3580 Hauck Road, the new building would be used for storage and warehousing purposes.

- Along with the Site Plan Application, the Applicant additionally submitted Drainage Calculations to be reviewed by the City Engineer and an agreement of the Stormwater Drainage and Detention Easement with Princeton City Schools. The Drainage Calculations were prepared by Evans Engineering to address the storm water detention basis that will be constructed on the south side of Hauck Road opposite from the project site; the property address for this site is 3655 Hauck Road, which is owned by Princeton City School District. On May 10, 2021, the Princeton Board of Education held a meeting and approved the request by Gilkey Window Company for a storm water drainage and detention easement on their property.
- There were questions from Planning Commission members regarding the truck bay shown in the proposal which led to concerns about traffic interference on Hauck Road. The Applicant stated that traffic simulations show that semi-trucks will not interfere with traffic on Hauck Road. An additional condition was added stating that there shall be no truck interference with Hauck Road.
- The motion for passage by Mr. Lukas was seconded by Mr. Knight. Mr. Creech proceeded with a Roll Call Vote on passage.
- Motion was unanimously approved with the staff recommendations listed below:
  1. All improvements and work indicated on construction drawings/documents as part of this approved site plan review be installed and maintained in good repair and replaced as necessary to remain in compliance with City regulations.
  2. Final construction/site construction plans to be approved by City Engineer.
  3. There shall be no truck interference with Hauck Road.

Discussion

- ◆ Wendy Moeller of Compass Point Planning presented about the zoning code update process. She shared that all but two chapters have been written and reviewed by the steering committee. In addition, all the chapters that have been reviewed to date have been posted on the Sharonville 2030 website for public comment. The next step is to complete the internal and committee review of the chapters by the end of August 2021. At the September 2021 committee meeting, the plan is to review the overall code with the updated revisions. In October 2021, public outreach will take place with the goal of adopting the new code by the end of the year.

Adjournment

- ◆ The motion to adjourn was made unanimously. Commission Secretary Mr. John Creech adjourned the meeting at approximately 8:05pm.

  
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 Kevin Hardman, Chairperson

  
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 John Creech, Secretary