

**ANDERSON TOWNSHIP ZONING COMMISSION  
APRIL 28, 2025**

The Anderson Township Zoning Commission held a regular meeting, duly called, on April 28, 2025, at 5:30 P.M. Present were the following members:

**Jonathan Gothard, Chair, Brian Elliff, Vice Chair, Anne McBride, Jay Lewis and Susan Ward**

Also, present when the meeting was called to order were Paul Drury, Director of Planning and Zoning and Sarah Donovan, Assistant Director of Planning and Zoning, and Logan Vaughn, UC Co-op. A list of citizens in attendance is attached. Molly DeFosse, Alternate for the Zoning Commission was present in the audience.

**Mr. Gothard** welcomed everyone and reminded all to sign in at the front of the doorway.

**Approval of Agenda**

**Mr. Lewis moved, Mr. Elliff seconded**, to approve the agenda for tonight's meeting with no modifications.

**A unanimous vote was taken**

**Approval of Minutes**

**Mr. Lewis moved, Ms. Ward seconded** to approve the minutes from the March 24, 2025 Zoning Commission minutes.

**3 Yeas, 2 abstain- Mr. Elliff and Ms. McBride**

**Mr. Gothard** swore in all those who wish to testify for the following quasi-judicial hearing.

**CASE 2-2025 PUD**

**Mr. Drury** stated that this is a public hearing for Case 2-2025 PUD and read the staff report for an application filed by Dan Montgomery, AIA, LEED, AP, Associate Principal of MSA Design, on behalf of Anderson Township Board of Township Trustees, property owner, located at 7954 Beechmont Ave (Book 500, Page 121, Parcel 183), zoned "E" Retail and "C" Single Family Residence.

**Mr. Drury** stated that the applicant is requesting a Planned Unit Development (PUD) approval, a conditional use approval, and variance approval for the redevelopment of the Operations Center. This would include the construction of a new Public Works Maintenance Garage, an addition to the existing Fire Department Station 6, an addition to the building that houses the Hamilton County Sheriff's Department, a new salt dome, a new Senior Center Pavillion, demolition of the existing storage building, new parking lot configuration, landscaping and lighting with an impervious surface ratio of 75.15%.

**Mr. Drury** stated the tract is 6.454 acres, with approximately 224.7' of frontage on Beechmont Avenue, the topography is relatively flat, and the existing use is the Anderson Township Operations Center.

**Mr. Drury** stated that the applicant is proposing to construct a new Public Works Maintenance building, size 26,650 SF, an addition onto the existing Fire Department Building Station 6, size 1,650 SF, an addition on the existing building used for the Hamilton County Sheriff's Department, size 525 SF, a new salt storage building, size 6,500 SF, a new Senior Center Pavillion, size 625 SF, and to demolish the existing Public Works storage building. The modifications to the site would include 156 parking spaces, including interior spaces in the new Public Works Building and Sheriff's Building and exterior surface lot spaces, landscaping, modifications to the drive aisle providing cross access, and lighting. Shared parking with Firestone and Forestview Baptist will continue. The ISR of the site is proposed to be at 75.15%, where it is currently 73.24%.

**Mr. Drury** stated that Anderson Township Board of Township Trustees have occupied the property since at least the 1940s. The Fire Station was built in 1961.

**Mr. Drury** stated that the following permits have been approved:

- In October of 1988, a permit for the salt dome was issued.
- In May of 1989, two additions were approved for the maintenance building.
- In August of 1989, a permit was approved for the 1st and 2nd floor addition to the administration building.
- In April of 1991, a permit was approved for interior renovations and addition to the fire station.
- In October of 1993, a permit was approved for interior renovations and addition to the Sheriff's substation and 2nd floor Zoning Department.
- In July of 1994, a permit was issued for the 140' Radio Tower.
- In October 2001, a permit was issued for two carports on the site.
- In August 2024, a permit was issued for a freestanding sign, size 4' x 11'.
- In March 2008, a permit for a face change to the existing freestanding sign was issued.

**Mr. Drury** stated that the Anderson Township Government Center Redevelopment Study was completed in June of 2006, which reviewed the physical site development issues, as well as the market potential for the redevelopment of the site. It determined that the best use would be to expand the Township Operations Services that are currently operated on the site since the administrative offices moved to the Anderson Center in 2008.

**Mr. Drury** stated that in 2010, the Board of Zoning Appeals heard and approved a request for a Conditional Use for the property for expanded use of the Operations Center for the following: increase size of the garage facilities, indoor storage, above ground fuel tank, outdoor bulk material storage, large salt dome, emergency generators for Station 6, expansion of space for the Hamilton County Sheriff's Department, controlled access of the parking area, improved access to Beechmont Avenue for the Senior Center, additional parking and building space for the Senior Center, landscape/open space buffer to the residential properties to the north, and expanded recycling capabilities with easy access to residents and eliminate pedestrian and vehicular conflicts.

**Mr. Drury** stated that in April of 2010, a Zoning Certificate was issued for Phase 1 of the Operations

Center Redevelopment which included: new and revised parking areas, a new access drive and sidewalk, expanded recycling area with a 6' high solid fence and emergency generator with security fencing and landscaping.

**Mr. Drury** stated that to advance recommendations from the Anderson Plan, the Township chose not to move forward with further expansion of the Operations Center, but rather sell the northern portion of the site to the Mayerson Company for the construction of two new apartment buildings. A zone change was approved in 2018 which included a private access drive through the Township property to the apartments for a secondary access. This access is proposed to remain.

**Mr. Drury** stated that the Zoning Commission is reviewing the application because the proposed development will have an impervious surface ratio greater than 60%, which triggers the PUD overlay and the standards found in Article 4.1 of the Zoning Resolution. The existing ISR of the site is 73.24% and the applicant is proposing an increase in the ISR to 75.15%.

**Mr. Drury** stated that the proposed development is non-compliant with the following articles of the Anderson Township Zoning Resolution:

**Article 5.3, D, 9 - Bicycle Parking:** All non-residential uses shall contain two bicycle parking spaces, with locking accommodations and placed within reasonable access to the main entrance, for each 50 parking spaces. The space shall be at least two (2) feet by six (6) feet in size.

*Staff recommends that bicycle racks be added between the Fire Station and Sheriff's building for shared use. An existing bike rack is located by the Senior Center.*

**Article 5.3, K, 6**

a. Applicability: All parking lots with twenty (20) or more parking spaces shall comply with these interior parking lot landscaping requirements. Landscaping used to fulfill the perimeter parking lot landscaping requirements as outlined in Article 5.3, L, 4 shall not be considered for products of satisfying these interior parking lot landscaping requirements.

b. Minimum Planting Requirement: A minimum of 10 percent of the total interior parking lot area shall be landscaped with planted islands. A minimum of 1 tree and 2 shrubs shall be planted in interior islands for every 2,500 square feet of parking lot.

*The applicant is requesting a variance from this requirement for the secure parking as additional space is needed for truck maneuverability out of the maintenance building, and during salt loading. Additional landscaping has been proposed along the perimeter of the site to screen the parking area.*

**Article 5.4 – Conditional Use Standards**

e. Setbacks from any adjacent residential property line shall be a minimum of 50 feet for all buildings and 25 feet for all parking areas (see below).

**Mr. Drury** stated that in addition to compliance with the Township's Zoning Resolution, the development is also being reviewed in light of adopted plans for this area, such as the Anderson Plan, the Anderson Trails and Walkways Plan, and the Anderson Township Design Guidelines.

**Mr. Drury** stated that the proposal is consistent with the goals and objectives of the Anderson Plan and its recommendations for enhancing economic activities. The Future Land Use classification identifies the site for General Mixed Use, which is defined as "Community and regional oriented businesses, offices, and services that are located primarily along major thoroughfares. These uses may be located in individual-user buildings, multi-tenant buildings, or mixed-use buildings. Buildings are encouraged to be located close to the road with the majority of parking located to the side and rear of buildings. Residential uses may be located in mixed-use buildings but should only be located on the second floors or higher or behind nonresidential buildings." The proposed use meets this description.

**Mr. Drury** stated that the application is consistent with the following Goals of the Anderson Plan:  
Land Use and Development: Anderson Township will be a well-planned community with a mixture of parks, recreational uses, residential neighborhoods, commercial centers and an industrial base balanced with agricultural uses. The Operations Center is located near the physical center of the Township which allows for efficiency in providing Township services. While somewhat of an industrial type use, efforts are being made in the design of the new Public Works building to complement surrounding residential and commercial structures. The proposed plan is also attempting to improve the appearance of the site by increasing in-door storage vs outdoor storage, and increasing landscaping around the perimeter of the site.

Land Use and Development Initiatives: The Township will undertake economic development activities to help fill any vacant storefronts and businesses. The Township is working to repurpose its existing Operations Center facility to make the best use of the land it already owns.

**Mr. Drury** stated that the application is consistent with the following in the Anderson Trails Plan:  
Beechmont Sidewalks: There are existing sidewalks along the frontage of the site. The applicant is also proposing a new sidewalk along the private drive and side of the proposed building in order to connect Stonegate and SEM Manor to the nearby shopping center and Beechmont Avenue. Pedestrian connections are also provided to the Senior Center.

**Mr. Drury** stated that the proposal is consistent with the following elements of the Anderson Design Guidelines:

Site Planning: Upgrading visual character and sense of human scale in spaces through particular attention to architecture, site planning, signage, landscaping, and lighting.

Landscaping: Incorporate appropriate plantings that are in scale with their surroundings.

Architecture: Building design should be developed to a human scale through careful consideration of architectural forms, massing, detailing, number and use of materials, and color. The proposed building contains a mixture of building materials, on all sides, windows and a hybrid roof which will screen rooftop mechanicals.

Pedestrian Circulation: Connections to the public sidewalk are included in the redevelopment of this site.

Mr. Drury stated that in addition to being a PUD, this site is also being considered under Conditional Use Standards, in Article 5.4 of the Anderson Township Zoning Resolution, as a Government facility, including but not limited to community fire house, library, park and ride facility, etc: (e), (f), (h), (i), (o,i), (p,iii).

**(e) Setbacks from any adjacent residential property line shall be a minimum of 50 feet for all buildings and 25 feet for all parking areas.** The proposed salt dome enclosure will have a setback of 34.54' to the north residential property line, where the requirement is 50'. The current salt dome is setback approximately 58'. Additional evergreen and deciduous landscaping is proposed to screen the structure from the residential uses to the north.

**(f) Parking shall not be permitted in the area defined as the front yard setback of the existing zone district.** In compliance.

**(h) The vehicular use area shall be located and designed so as to minimize impact on the neighborhood.** In compliance, the access drive frequently used by neighboring residential properties will not be impacted. The cross access to the shopping center to the west is also proposed to be realigned to provide more direct access, and cross access to Firestone to the east will remain.

**(i) Any use for which drop-off or pick-up of children, residents, visitors, products, or emergency vehicles is a common occurrence shall provide for the separation of incoming and outgoing vehicles so as not to impede other traffic.** In compliance.

**(o,i) Landscaping shall be installed in accordance with one of the following buffers: Boundary Buffer of 10 feet with 3.3 canopy trees and 10 shrubs per 100 l.f.** In compliance. Existing landscaping around the detention basin will be complemented with additional landscaping to buffer the site from SEM Manor. Additional landscaping is also proposed along the northern property line to buffer from Stonegate Apartments. Existing landscaping around the Senior Center will remain.

**(p,iii) Signage shall be regulated as follows: Subject to sign standards in Article 5.5, F, 4.** In compliance. Modifications to signage is not proposed at this time.

Mr. Drury stated that staff recommends approval based on the Planned Unit Development evaluation criteria (Article 4.1, G):

1. The proposed Operations Center redevelopment is consistent with underlying zoning district of "E" Retail Business and complies with the conditional use standards for the "C" Single Family Residence.
2. The application is consistent with the Vision and Goals of the Board of Trustees as outlined in the adopted Anderson Plan. The application is consistent with the following Goals of the Anderson Plan as outlined above:

Land Use and Development: Anderson Township will be a well-planned community with a mixture of parks, recreational uses, residential neighborhoods, commercial centers and an industrial base balanced with agricultural uses.

Land Use and Development Initiatives: The Township will undertake economic development activities to help fill any vacant storefronts and businesses. The Township is working to repurpose its existing Operations Center facility to make the best use of the land it already owns.

3. The use (Operations Center) is compatible with surrounding retail uses.
4. The size and physical features of the project area enable adequate protection of surrounding property and orderly and coordinated improvement of property in the vicinity of the site.
5. The submittal describes both short term and long term phasing of the project. The new Public Works Building would need to be constructed first before the existing storage building could be torn down and improvements could be made to the Sheriff's Building.
6. The proposed development is serviced adequately and efficiently by essential public facilities and services, which are in existence on Beechmont Avenue. In addition, keeping the Operations Center on Beechmont Avenue will help the Township continue to provide quality services to the community.
7. There are no scenic or historical features, as identified or contained in plans duly adopted by the Anderson Township Board of Township Trustees and Hamilton County Regional Planning Commission, which would not be conserved.
8. Certain modifications of the zoning regulations may be warranted, such as the reduction in interior landscaping. The site is incredibly limited for what the applicant is trying to include on the site, so minimizing interior landscaping that will only be used by staff and increasing the perimeter landscaping, which will be viewed by surrounding properties is warranted.
9. The adequacy of the proposed pedestrian circulation system insulates pedestrian circulation from vehicular movement.
10. The adequacy of the provisions for visual and acoustical privacy. The applicant is proposing a building in proportion to adjacent uses, as well as buffer landscaping.
11. The development does not include dedicated open space.
12. The development will not be detrimental to the present and potential surrounding uses.
13. The development is consistent with recommendations from Township, County, State and/or Federal agencies.
14. The development is consistent with the Vision and Goals as adopted by the Anderson Township Board of Trustees.
15. The site does not contain land over 20% slope and is not located in the floodplain.

Article 2.12, D, 8, a

**Spirit and Intent:** The proposed use and development will comply with the spirit and intention of the Zoning Resolution and with District purposes by meeting the conditional use standards.

As stated previously, the Operations Center is located near the physical center of the Township which allows for efficiency in providing Township services. While somewhat of an industrial type use, efforts are being made in the design of the new Public Works building to complement surrounding residential

and commercial structures. The proposed plan is also attempting to improve the appearance of the site by increasing in-door storage vs outdoor storage, and increasing landscaping around the perimeter of the site.

**No Adverse Effect:** The proposed development will not have an adverse impact and will improve efficiencies of governmental services provided out of this site.

**Protection of Public Services:** The proposed development will not impact public services in any detrimental way, but rather enhance services, and improve the existing conditions of the site.

**Consistent with Adopted Township Plans:** The conditional use is in accordance with the Township's Comprehensive Plan and Zoning Resolution. Zoning requirements are being met, except for the requested variances listed below. As stated in the PUD criteria, the proposed plan is consistent with the Land Use and Development initiatives listed above.

**Mr. Drury** stated that staff recommends variances from the following articles of the Zoning Resolution: **Article 5.3, K, 6**

- a. **Applicability:** All parking lots with twenty (20) or more parking spaces shall comply with these interior parking lot landscaping requirements. Landscaping used to fulfill the perimeter parking lot landscaping requirements as outlined in Article 5.3, L, 4 shall not be considered for products of satisfying these interior parking lot landscaping requirements.
- b. **Minimum Planting Requirement:** A minimum of 10 percent of the total interior parking lot area shall be landscaped with planted islands. A minimum of 1 tree and 2 shrubs shall be planted in interior islands for every 2,500 square feet of parking lot.

**Article 5.4 – Conditional Use Standards**

e. Setbacks from any adjacent residential property line shall be a minimum of 50 feet for all buildings and 25 feet for all parking areas. The proposed salt dome has a setback of 34.54' where 50' is required.

1. Staff is of the opinion that the variances are not substantial. Extra room in the interior parking area is needed for large truck maneuverability and will be screened by additional landscaping added to the perimeter of the site. Extra landscaping is also being added to screen the proposed salt dome to screen from residential uses to the north.
2. The essential character of the neighborhood will not be substantially altered and adjoining properties would not suffer a substantial detriment as a result of the variance. While the ISR is increasing slightly, other improvements are increasing the perimeter landscaping, adding more indoor storage vs outdoor storage, and overall improvements to the existing buildings.
3. The variance would not adversely affect the delivery of governmental services (i.e. water, sewer, garbage).
4. The spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance. The Township is utilizing and improving the existing site which is centrally located in the Township to improve efficiency of Township services.

**Mr. Drury** stated that if approved, staff recommends the following condition:

1. Bike racks should be added in strategic locations to serve the buildings on the site.

**Mr. Elliff** asked if they are also approving the conditional use and variance tonight. **Mr. Drury** replied yes, all of the requests are under consideration tonight with the PUD.

**Ms. McBride** asked if the Tree Committee reviewed the landscaping plan. **Mr. Drury** replied no.

**Ms. McBride** asked if they are going to reorient access to the sheriff's office. **Mr. Drury** replied that the front access will remain, but there is a proposed secured gate and the sally port will be in the back coming through a garage door.

**Ms. McBride** asked if there is an ability to add more spaces to the front of the sheriff's office. **Mr. Drury** replied that would be a question for the applicant.

**Ms. McBride** asked if there is detail for fencing provided. **Mr. Drury** replied that he believed it is proposed to be what is there now, black chain link. **Ms. McBride** asked if it will wrap around the senior center pavilion. **Mr. Drury** described on the site plan where fencing would be located.

**Ms. McBride** asked if the mechanical equipment will be screened. **Mr. Drury** replied that yes, all roof mounted equipment is proposed to be screened and the generator in the back of the building will be screened by landscaping.

**Mr. Lewis** asked what the net square footage change is. **Mr. Drury** replied he will let the applicant speak to that.

**Mr. Lewis** asked if the access road is used frequently. **Mr. Drury** replied that it is frequently used and the cross access will actually be better aligned through the site to get people to the traffic light.

**Mr. Lewis** asked if the parking space number is adequate for the Township. **Mr. Drury** replied that it was vetted through all departments, based on shift changes and using the space we have available.

**Mr. Lewis** asked what happens with the recycling center. **Mr. Drury** replied that the recycling center will be removed from this site and that we are currently doing research on who uses the facility now and the APIC group is looking at various methods of recycling.

**Ms. Ward** asked what the timing is for the Senior Center Pavilion. **Mr. Drury** replied that he believed it is in Phase 1.

**Ms. Ward** asked why the new salt dome cannot be smaller. **Mr. Drury** replied that the current conveyer situation is dangerous and not the ideal circumstances for efficiency. The new facility would also



eliminate the need for the outside storage.

**Mr. Gothard** asked if it has been considered where the handicap spaces would be relocated at the senior center. **Mr. Drury** replied that the idea is that they would be tandem spaces for staff and that they would not be losing any handicap spaces. He added that this is a possibility if the Township were to lose shared parking in the future.

**Mr. Gothard** asked about the mounting height of the lighting at 35'. **Mr. Drury** replied that the applicant can speak to the height.

**Ms. McBride** asked if the parking will meet the code requirements. **Mr. Drury** replied that there aren't requirements for this use, but that there is a section of our Zoning Resolution that allows for a parking study, which was done and matches the Township's need.

**Ms. McBride** asked where the dumpster will be on this site. **Mr. Drury** pointed out the dumpster location on the site plan.

**Mr. Lewis** asked if Firestone had any response to this proposal. **Mr. Drury** replied that Mr. Sievers had personal contact with all of the neighbors for this site and can better answer this question.

**Mr. Elliff** asked if this will better allow the Public Works Crew to stage for weather events. **Mr. Drury** replied, yes, this is a substantially better set up for the Public Works Department operations.

**Dan Montgomery, MSA Design, 316 W 4<sup>th</sup> St, on behalf of the applicant**, stated that staff covered all of the information that they wanted to. He stated that the size of the new building is 35,950 SF.

**Mr. Lewis** asked what the net gain is on the property. **Mr. Montgomery** replied that they would need to do the calculation and that he did not have it today.

**Mr. Lewis** asked what the height is of the existing dome vs. the proposed salt building. **Mr. Montgomery** replied that he doesn't have the exact height, since the Township is working on what they exactly want still, but that the purpose of a larger storage building is so that they can remove the outside storage. He added that they would not exceed the height requirement of the zoning district.

**Ms. McBride** asked about the materials of plants and the size of the plantings in scale to the building. **Mr. Montgomery** replied that they had to take drainage into account in the rear of the building but that they would be willing to modify the plan.

**Mr. Drury** added that the existing barn is 5,689. The net gain of the site will be 30,265 SF.

**Ms. Ward** asked about the depth of the salt building. **Mr. Montgomery** replied that they did a longer building to not impede on the Senior Center.

**Mr. Gothard** asked about the lighting and wall mounting. **Mr. Montgomery** replied that there are no pole lights being added to the site, but only wall mount lights. Mr. Montgomery added that the height is in order to appropriately illuminate the site for when the sheriffs are on the site and safety measures. In addition the cameras require a certain lumen in order to be useful.

**Mr. Gothard** stated that he is concerned about the wall mounts not having shields and impacting the apartment building towards the north. He stated that the flood lights on the sheriff's building might need to be reconsidered in order to not impact neighbors.

**Ms. McBride** asked how high the chain link fence is and what style. **Mr. Montgomery** replied that a good portion of the chain link fence will remain and then be matched in style for the gates. He added that the fence is 6' high.

**Steve Sievers, 7850 Five Mile Road, Assistant Administrator for Anderson Township**, stated that they wanted to provide a whole picture for the Zoning Commission and would be happy to provide additional details. He stated that for neighbor outreach, it was focused on FHSD, Mayerson Company, which owns Stonegate and SEM Manor. He stated that their concerns were minimal and obtainable by the Township. He stated that this is an industrial use located in a residential use and that the Township is well aware of that and wants to clean up the site. He stated that this building is for vehicles, rather than people, but it will dramatically improve this site. He stated that the current salt storage building is not large enough to serve our community and frankly it is a Township caused problem for why it is as close to the property line as it is. He stated that selling the land to the Mayerson Company for the Stonegate expansion really limited the Township is what they could do with this site. Mr. Sievers stated that the gate opens during snow operations and allows the snowplows to maneuver the site easier. Mr. Sievers noted Ms. McBride's comment about the need for alternative parking for the sheriff's office and stated that with the garage doors remaining closed 99% of the time once Public Works is moved out of that building, it will allow for temporary parking in front of those doors.

**Mr. Sievers** stated that recent surveys found that the majority of recycling center users are not Township Residents. He stated through Rumpke and Township staff research, we know 85% of residents do curbside recycling and stated that they are now focusing on apartment complexes and senior residents facility. He stated that the other problem the Township is having is that Union Township closed their recycling center, so we are seeing an influx of users. He stated that the funding that was previously provided for this is no longer available. So, the taxpayers are funding the recycling center and not using it.

**Mr. Lewis** asked if the Township still has special recycling events. **Mr. Sievers** replied that an event hasn't taken place at this site since 2017. He added that the Township has helped to assist with other recycling events at Nagel Middle School.

**Ms. McBride** asked if the applicant would be agreeable to resubmitting to the commission for details

such as lighting. **Mr. Sievers** replied that they would have no problem with resubmitting details as they move further along.

**Mr. Gothard** asked about the screening of mechanical units and if the wash bay and mechanical spaces are air conditioned. **Mr. Sievers** replied that they are not.

The public hearing was closed at 6:26 pm.

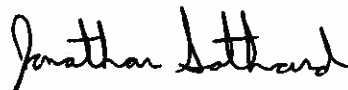
#### DECISION

**Ms. McBride** moved, **Mr. Lewis** seconded, to approve Case 2-2025 PUD, for the Anderson Township Operations Center, based on consistency with PUD standards, land use initiatives, spirit and intent and consistency with all Township plans, that variances from Article 5.3, K, 6 and 5.4 be granted in the approval, including the following conditions: that bike racks be added in strategic locations to serve the buildings on the site, that the landscaping plan shall increase the height of the ink berry to 36 inches, and the hydrangeas north of the salt storage be replaced with viburnum 48 inches in height or as modified by the Tree Committee, that all roof mounted equipment be adequately screened, that all waste facilities be in enclosed surroundings, that the photometric plan be revised and submitted back to staff, and that all mounting height higher than 24 feet be reviewed by the Anderson Township Zoning Commission, and that the salt storage building have a maximum height of 35'.

A unanimous vote of approval was taken.

The next regular meeting would be held on May 19, 2025, at 5:30 p.m. at Anderson Center.  
The meeting was adjourned

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jonathan Gothard".

Jonathan Gothard, Chair

**MONDAY, APRIL 28, 2025 AT 5:30 P.M.**  
**ANDERSON CENTER, 7850 FIVE MILE ROAD**

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