VILLAGE OF YELLOW SPRINGS
PLANNING COMMISSION
AGENDA

The Village of Yellow Springs Planning Commission will meet in regular session on
Monday, August 8, 2011 at 7:00 PM in Village Council Chambers on the second floor of
the Bryan Community Center, 100 Dayton Street, Yellow Springs, Ohio 45387

7:00 CALL TO ORDER

ROLL CALL

REVIEW OF AGENDA

7:05 REVIEW OF MINUTES –July 11, 2011

7:08 REPORTS
1. Council Update
2. Bike Enhancement Committee
3. Village Staff Report

COMMUNICATIONS

7:20 CITIZENS’ COMMENTS

7:25 OLD BUSINESS
   Public Hearing of PUD Discussion (Home, Inc. re: Barr Property for Affordable Senior
   Housing)

7:40 NEW BUSINESS

8:55 AGENDA PLANNING
   Barr Property PUD
   Parks Master Plan—Tobey (History, Background and Past Planning sections)

9:00 ADJOURNMENT
VILLAGE OF YELLOW SPRINGS
PLANNING COMMISSION MINUTES

In Village Council Chambers July 11, 2011

CALL TO ORDER
Planning Commission Chair Matt Reed called the meeting to order at 7:03 p.m.

ROLL CALL
Matt Reed, Tim Tobey, John Struwing, Bill Bebko, Alternate Member Chris Till and Council Representative Lori Askeland were present. Village Manager Mark Cundiff was also present, as was Assistant Planner Ed Amrhein.

REVIEW OF AGENDA
New Business was moved ahead of Old Business.

REVIEW OF MINUTES
Bebko MOVED and Struwing SECONDED a MOTION to APPROVE the Minutes of June 13, 2011 AS READ. The MOTION PASSED 4-0, with Tobey and Reed abstaining.

REPORTS
Council Update—Askeland reported that on July 5th, Council gave a first reading to an ordinance approving Internet Gaming Cafés as Conditionally Permitted Uses in the General Business District, and to an ordinance approving the sale of 1,961 square feet of Village property to Peaches.

The resolution approving a Solid Waste contract was tabled to allow time for more questions to be addressed by the two candidates.

A resolution approving Yellow Springs Home, Inc. as the development partner for the proposed affordable housing development on Cemetery Street was passed.

A resolution approving a forgivable loan to Creative Memories to enable them to erect a demising wall at 888 Dayton St. so that they can accommodate the office needs of e Health Data Services, thus enabling eHDS to remain in town, was passed.

Discussion took place regarding removal of the scrub tree line from the center of the Glass Farm. This action will enable the solar farm to occupy a smaller footprint, opening up more land for “common good” purposes.

Discussion took place regarding the enhanced tree trimming scheduled for the south end of town later this month. AMP’s Forestry division will provide this service which should cut down on power outages caused by falling tree limbs.

Bike Enhancement Committee—Tobey reported that he missed the previous month’s meeting, and that the next meeting is this Wednesday at 7:30 at Mills Lawn.

Village Staff Report—Cundiff reported on Center for Business and Education (CBE) progress as follows: Phase II submittals are expected within the next few weeks. Ed Amrhein continues to work on
selection of a firm to do the ROW Acquisition within the CBE and is coordinating with the design engineer on the Phase II submittal.

Cundiff noted that he is working on the annexation of the Dayton-Yellow Springs Road ROW. Staff continues to meet with representatives of Community Resources to keep everyone up-to-date on the project and will continue to meet monthly until the project is completed.

**Vectren Gas Mains and Lines Replacement** – Miller Pipeline continues to work replacing gas mains and services in certain areas of the Village. Work on the mains has been completed and they are now working on the services. This work will have the biggest impact on the cutting of streets, sidewalks, and lawns. It is anticipated that they will be working for a couple more weeks.

**Annual Street Paving** – This project is anticipated to begin later in July. Vectren’s contractor must first complete their work before the Village’s paving contractor can begin.

Cundiff clarified that the Internet Gaming Café Ordinance was passed as a Conditionally Permitted Use, as PC had initially desired, rather than as a Principally Permitted Use. The change was made after the Village Solicitor followed up on Till’s inquiry as to why gambling would be considered a first amendment right and therefore principally permitted.

Cundiff reported that the Safe Routes to Schools plan has been approved by the State, which allows the Village to compete for grant funds.

**Miami Township Zoning Commission Report.** Struwing asked that this Report be removed, as he no longer attends the MTZC meetings.

**COMMUNICATIONS**
There were no Communications.

**CITIZENS’ COMMENTS**
There were no Citizen Comments.

**NEW BUSINESS**

**PUD Discussion (Home, Inc.).** Cundiff introduced this matter, outlining the plan submitted by Yellow Springs Home, Inc. (YSHI), as follows.

The Village has received an application for PUD-R (Planned Unit Development Residential) approval from Yellow Springs Home, Inc. and Buckeye Community Hope Foundation to develop 37 units of housing for independent seniors aged 55 and older at the property commonly known as the “Barr Property” (321 Xenia Ave.) which is located at the northeast corner of the Xenia Ave./Limestone St. intersection.

The PUD approval process is a two-phase process in which the first phase is the submittal of a Concept Plan, then the submittal of Detailed Plans. This is somewhat misleading since the ordinance calls for a great deal of information to be submitted in the Concept Plan phase. The ordinance lists two types of standards to be used in reviewing a proposed PUD: Eligibility and Design Standards (Section 1264.04) and Specific Standards (Section 1264.05).

The majority of these standards appear to be designed to help review a PUD that involves the subdivision of land such as a housing development. Trying to apply them to a single lot-single structure
PUD like this one is difficult. However, there are still a few that do apply and the remainder of this memorandum uses them to review this proposals.

In our ordinance, the PUD shall be recognized as a “floating, permissive zoning classification” which implies that it is an overlay zoning district whose regulations are on top of the regular zoning district. This property is zoned Residence C. Surrounding zoning districts are Residence C to the east, south, and west, and Central Business to the north. Surrounding land uses include single-family residential to the east, southeast, and southwest; professional office to the south; and commercial to the north and west.

**Eligibility and Design Standards (Section 1264.04(c)):**

- **Land covered by impervious surfaces.** Land covered by impervious surfaces (building footprints, driveways, sidewalks, parking areas, etc.) shall not exceed 75% of any individual lot within the PUD-R. The property is 1.6 acres which calculates into 69,696 square feet. Therefore, no more than 52,272 square feet (75%) can be an impervious surface. My calculations indicate that there is approximately 46,861 square feet of impervious surface. The developers will need to provide a more accurate accounting since this amount of impervious surface also will be needed to calculate the storm drainage calculations.

- **Maximum residential density.** The residential density for multi-family dwellings in a PUD-R shall not exceed 12 dwelling units per acre. This development proposes 37 units on 1.6 acres which is a density of 23.125 units per acre.

- **Maximum building height.** The maximum height for buildings in the PUD-R shall be 35 feet. The buildings will be two stories in height, but the exact height in feet is not known at this time.

- **Common open space required.** A minimum of 25% of the PUD-R shall be set aside as common open space. See division (c)(1)H. of this section and Section 1264.05 (h) for common open space requirements. This requirement clearly is for subdivision type PUDs. However, Section 1264.05(h) does allow the Planning Commission to waive this requirement for PUDs under two acres in size.

**Specific Standards (Section 1264.05):**

- **Height.** The height of any structure within a Planned Unit Development shall not exceed 35 feet. As mentioned earlier, the exact height is not known at this time.

- **Setback and Screening.** The amount of setback and/or screening may be increased at the discretion of the Planning Commission based on the location, shape, size, topography or adjacent uses. Residential developments located adjacent to commercial or industrial zones shall be provided with screening comprised of landscaping, walls, fences, etc., which will provide suitable protection to the residential development as recommended by the Planning Commission and approved by Council.

- **Common Open Space.** The Planning Commission shall approve the location, phasing, shape, topography and size of any common open space within the Planned Unit Development and shall approve the plans for its improvement and maintenance. Minimum open space requirements for each PUD are established in Section 1264.04, Eligibility and General Standards. However, the Planning Commission shall have the authority to waive common open space requirements if the PUD site is less than two acres in size and if exceptional design, significant landscaping elements or other amenities are provided for in the development and are identified as such by the Planning Commission.
Parking Requirements. See Chapter 1268. However, the Planning Commission, upon request of the applicant, may reduce the minimum number of on-site spaces if collective parking is available within the PUD. Chapter 1268, Off-Street Parking and Loading, provides standards on the number of off-street parking spaces required and on the design of off-street parking areas.

- Minimum number of spaces for multifamily housing for the elderly is 1.0 space per dwelling unit. This PUD proposes 37 dwelling units and provides 37 parking spaces (with four being handicapped spaces).
- Parking spaces shall encompass 162 net square feet and shall be dimensioned to be 9 x 18 feet. This PUD proposes 9 X 20 (180 s.f.) parking spaces.
- For lots with 90 degree parking angles like the one proposed in this PUD, the aisle width shall be a minimum of 24 feet. This PUD proposes a 20 foot aisle width. However, since the parking spaces are two feet longer than required, it effectively has a 24’ aisle width.
- When an off-street parking area is located adjacent to a residential lot, there shall be a minimum of 10 feet between the parking area and abutting lot lines and this 10 foot separation shall be landscaped and screened. This PUD provides the separation and proposes the construction of a six-foot high fence to screen the abutting residential property to the east.

Signs. See Chapter 1276. This Chapter gives no guidance for signage for this type of development. Therefore, I would opine that this provides the Planning Commission the discretion to approve any signage they feel is in character with the surrounding neighborhood.

Other Review Comments:

While not specifically called out in the ordinance, the following are some items that will need to be submitted in order for staff to do a complete review:

1. Dumpster Detail: The plans show the location of a dumpster, but they give no details on what materials will be used to screen the dumpster.
2. Exterior Lighting: The plans do not show the location of any exterior lighting. This will need to be shown, including how they plan to ensure the lighting does not spill over onto abutting properties. A detail of the exterior lights showing the design also would be helpful.
3. Exterior Signage: The location of any exterior signage needs to be shown on the plan and a rendering of the signage needs to be submitted.
4. Storm Drainage: The plan shows the location of two rain gardens, so in addition to the submittal of storm water detention calculations, some specifications on the rain gardens would also be helpful.
5. Bike Rack: The plan shows the location of a bike rake. A detail of the bike rack needs to be submitted.
6. Benches: The plan shows the location of benches. A detail of the bench will need to be submitted.
7. Exterior Materials and Paint: Information on what type of materials will be used on the exterior of the building as well as the exterior colors needs to be submitted.
8. Landscaping: The plan shows the location of new trees, however it does not identify the species of tree. Additionally, the identification of the trees that will be removed needs to be provided.
9. Renderings: A colored rendering of the building from all four angles would helpful in determining how the proposed PUD will fit the character of the neighborhood.

There may be other items that the Commission would like to see submitted at the next submittal phase, particularly in light of reviewing a somewhat similar proposed PUD roughly three years ago. As I arrived in Yellow Springs at the end of that process, I will defer to the Commission to bring those items to the attention of the developers.
The ordinance, in Section 1264.02, does provide the Planning Commission and Village Council the authority to approve a PUD that varies from the provisions of the Zoning Code. Therefore, although this proposed development does not appear to meet some of the required standards outlined in the Zoning Code, it could still be approved if the Commission and Council resolve to do that.

Cundiff mentioned that YSHI may need to submit a letter stating that they have control of the site as part of the requirements listed in section 1264.08.

Cundiff noted that Planning Commission has the authority to approve a PUD that varies from the provisions of the zoning code. He noted also that YSHI is under a tight timeline, hoping to have preliminary approval of the PUD-R by October.

This hearing, he stated, is the second step of a 5+ step process. YSHI has completed the pre-application conference, and this is the preliminary plan consideration. The next step, should this be successful, is the Planning Commission public hearing on the preliminary plan. PC would then engage in deliberation and/or negotiation with YSHI, followed by a recommendation to Council.

Council would then have to consider the preliminary plan, followed by a public hearing, deliberation and then a decision to occur within 60 days of the preliminary plan deliberation.

Cundiff noted that to follow the necessary timeline, Planning Commission’s public hearing would need to occur on August 8th, Council’s public hearing would need to occur Sept. 19th. Once Council approves the preliminary plan, the property is rezoned. The developer then has six months following a positive decision by Council in which to submit a final development plan for approval.

Reed asked whether adjacent property owners were notified about the matter. Cundiff indicated that they were not, but would be, as required, once the public hearing was set.

Emily Seibel, Executive Director of YSHI, spoke briefly, and introduced Roy Lowenstein, President of Buckeye Community Hope Foundation, YSHI’s developer partner for the Barr property project.

Lowenstein noted that he has been in the affordable housing business since 1977. He spoke about several developments he has headed for Buckeye over the last 20 years, and described the need for affordable housing in Ohio as very high. Roughly half the seniors in any given location fall into the eligible category for affordable housing, he stated, and developments rent up rapidly. Lowenstein described rent as averaging between $550 and $660 per month, including utilities.

Lowenstein stated that Buckeye is an offshoot of a company called RLJ Management, which would manage the development once it was completed.

Lowenstein then summarized section 42 of the internal revenue code, which has provided Federal Housing Tax Credits for selected developments since 1986. The program brings together private sector investors, and Ohio Housing Finance Agency (OHFA), and local government in awarding 10 years of tax credits against Federal income tax, which can then be sold to investors. The program is administered on a state-by-state basis, Lowenstein said, and the state looks for local support for the project. Lowenstein noted that his business has recovered “at least halfway” from the economic downturn.

The program “brings the discipline of the private sector into affordable housing, and combines state and local government with private sector and developer oversight,” commented Lowenstein, and is highly competitive. Lowenstein was careful to note that he could not guarantee that this project would receive funding.
Lowenstein said that the OHFA has amended its Draft Allocation Plan, which will likely mean that he will have an additional month in which to submit his plan to OHFA. The critical aspect of the submission, he noted, is to have permissive zoning in place, knowing that they will have to come back for final development plan approval at a later date.

Lowenstein explained that due to the uncertainties of obtaining the grants, Buckeye does not provide full civil engineering plans until receiving an indication of financing. For the next stage, he stated, full color drawings with detail will be provided.

He did note that the OHFA requires adherence to strict guidelines, such as all-natural materials and energy efficiency. The latter, he stated, makes it easy to include utilities in the rent, since they can determine fairly accurately what the utilities charges will be.

This issue of drainage was raised, with Lowenstein stating that they will be using as much permeable surface as possible.

Lowenstein addressed parking, pointing out that there will be one parking slot assigned per unit.

He pointed out community areas and bike racks, and described the kitchen areas as “nicer than most people are used to.”

Lowenstein elaborated on the community areas both inside and out, noting that a number of different options are provided, so that residents can ‘congregate as they see fit’.

Lowenstein stated that they have gotten preliminary feedback on market demand, and believe the data will be well supported by the full-fledged market study Buckeye will have to conduct for submission to HFA. On that note, he added, the fact that the development is in walkable proximity to downtown will be a major boon to the application.

Lowenstein spoke to the issue of scale, arguing that because the location is so ideal, and because it is likely to be the only such development for a long while, it needs to provide enough units to provide an economy of scale.

Askeland inquired about the height of the structure. After some speculation, both Struwing and Lowenstein agreed that it would be between 32 and 35 feet in height.

Bebko received clarification that what Buckeye really needs at this point for their application is the permissive zoning. Lowenstein elaborated that after crossing that hurdle, they would expect that the details of the development plan would still have to be approved.

In this situation, Lowenstein stated, the underlying zoning permits the residential use, but not the density, and believed that the application would be much stronger if the permissive zoning was established at the time of application.

Struwing asked who would own the development. Lowenstein responded that a partnership would be established to enable the investor to benefit from the tax benefit which drives the interaction. Because tax credits flow to the owner, and must be usable by a tax-paying entity, neither YSHI nor Buckeye would own the property. A limited partner would be the tax investor, while the general partner is the non-profit. The general partner would be a partnership of YSHI and Buckeye, with Buckeye having a 75% share, and YSHI having a 25% share of that partnership. The general partner would own only .10% of the total, with the limited partner owning the rest.
The limited partner would be a fund of Ohio Capital Corporation, and would own 99.9%. As a limited partner, however, their role is only to make an investment. The limited partner would likely withdraw after 15 years, while the affordable aspect of the development would remain in place for another 15 years.

Struewing asked who would manage the development.

Lowenstein replied that RLJ Management Co., as a subsidiary of Buckeye, would manage the property.

Reed asked what would occur after 30 years.

Lowenstein stated that the senior, affordable housing designation comes to an end after 30 years—the property ceases to be restricted in any way. Lowenstein commented that neighborhoods and needs change over time, and that 30 years is a reasonable amount of time to gain community benefit.

Bebko commented that even after 30 years, if the use of the building were changed, the matter would have to come before Planning Commission, since the area would be zoned for affordable senior housing.

Struewing clarified that Planning Commission can designate that the property is zoned for senior housing, which would require anyone wishing to make a change to come before PC.

Cundiff inquired about potential jobs for local contractors.

Lowenstein explained that the builder for the project would be a company out of Cleveland called Pirhl. Pirhl has now partnered with Buckeye on several projects. Lowenstein was not certain as to how the jobs situation would work, but stated that it would be unlikely that they would bring tradespeople from Cleveland, and would be looking locally. Lowenstein “absolutely guaranteed” that Pirhl would consider recommendations from the Village Manager regarding local tradespersons and subcontractors.

Tobey asked what the staffing for the building would look like.

Lowenstein responded that it would be minimal. Supportive Services, he stated, would be on site only one day a month, and the job would be to help seniors connect with local support. In terms of regular employees, there would be only the site manager and the maintenance person.

Tobey asked whether applicants would be screened.

Lowenstein stated that the business is highly regulated, and that the management company would run police and credit checks on every applicant. In answer to a follow-up question from Tobey, Lowenstein responded that the screening process for eligibility is very proscribed, and is much like the screening for section 8 housing.

Lowenstein added that if a resident’s income increases once she or he is a resident, that person does not have to move, and rent will not increase.

Till asked about the square footage of the building, and asked why Buckeye was asking for a 32-unit facility, rather than something smaller.
Lowenstein explained that investors are reluctant to support smaller developments, because it is more difficult to profit from smaller developments. He commented that since this is likely to be the only affordable senior housing development for Yellow Springs, it should be comprehensive.

Askeland inquired about the energy efficiency of the building.

Lowenstein explained that every component on the building envelope has to meet building standards set by not only Enterprise Green Communities but by the industry. Windows, doors, insulation, furnaces, water heaters, etc. must all meet these standards. Additionally, the Enterprise Green Communities standards requires natural materials, low VOC paints, etc. Lowenstein offered to provide a list of the detailed requirements.

Cundiff received clarification that all units, for a period of 30 years, would have to be required to persons age 55 or over. Lowenstein commented that a waiver could be requested for some units, to permit non-elderly disabled persons, if the Village were so inclined, but that his focus was to maintain the building as over 55.

Struewing asked about site demolition.

Lowenstein stated that the house would have to be demolished.

Askeland wondered if there would be an effort made to salvage parts of the house.

Lowenstein stated that if YSHI and Buckeye purchase the property, they will have the right to salvage.

Cundiff commented that he would hope that YSHI would be able to re-use many of the salvageable items.

Reed opened the discussion to comments from the floor.

Resident Helen Ire shared that in a recent survey conducted by the Senior Center the most urgent need in the community, identified as such by 2/3 of all respondents, was housing. She commented that providing affordable senior housing would increase available homes for young families.

Ire brought up the issue of runoff on Limestone Street, and expressed hopes that this would be adequately dealt with.

Finally, with regard to any potential conflict of interest, Ire noted that it is unlikely that Friends Care Facility will be in the housing business due to having taken on a major health-care-related project.

Citizen Susanne Patterson expressed strong support for the project on behalf of Andre Bognar, whom, she stated, was unable to attend the Planning Commission meeting. Patterson further stated that she would be happy to be able to live in such a facility, and noted that she is comfortable with Buckeye as a building partner.

Villager Richard Zopf noted that the idea has been “gestating forever”, and he is generally supportive. He questioned whether 1/1 parking would be sufficient given the probability of visitors, and asked that Buckeye consider this need.
Resident Dan Reyes stated that he was not clear as to why YSHI/Buckeye were asking for a PUD, rather than for a zoning variance. He then asked why there was no direct input from the neighboring homes.

Cundiff noted that the area is zoned residence “C”, which would allow for one dwelling unit per every 4,000 square feet of space. He commented that if a zoning variance is turned down by the BZA, the appeal goes to the Court of Common Pleas. With the PUD process, he commented, there is more flexibility built into the process, and either Planning Commission or Council have the right to grant the variances built into the process.

Cundiff commented that under regular zoning, the maximum number of permissible units would be 17, so they would be asking for 20 additional units, and would have to demonstrate hardship to receive that variance, and financial hardship is not justification for a variance.

Regarding Reyes’ second questions, regarding notice to neighbors; this will occur before the public hearing on August 8th.

Reed summarized that YSHI and Buckeye are looking for a preliminary agreement, and information regarding any specific issues that need to be addressed.

Tobey clarified that the plan is now in the second step of a multiple step process, with the next step being the Planning Commission Public Hearing regarding the preliminary plan. He asked what Staff will need from the applicant between steps two and three.

Cundiff referred to some of the comments made tonight such as more detail—dumpster screening, bike rack design, tree removal, etc.

Tobey commented that it may have been the case that Planning Commission asked too much of Friends Care at too early a point, and asked for suggestions as to what would be reasonable to ask of YSHI and Buckeye at this point.

Tobey noted that the sewer pipe serving Limestone Street is suspected to be undersized. He commented that at some point it would need to be determined if, and to what extent, the cost of replacing that pipe would be shared with YSHI/Buckeye.

Cundiff responded that at the pre-application meeting, Emily Seibel was provided with information about this issue, and was promised documentation of the issues that arose during the last PUD process, to be provided by Amrhein.

In response to a question from Cundiff, Askeland commented that due to the nature of the financing, it is not reasonable to expect detailed engineering drawings at any of the early stages.

Cundiff commented that if the re-zoning is approved, but the applicant does not respond back to Planning Commission with detailed submittals within six months, the re-zoning is rescinded.

Struewing noted that there are basically three general areas requiring a consensus form the group to move ahead. The first is the issue of density; the second is the open space requirement, and the third is the matter of required setbacks.
Struewing asked what the requirements are for setbacks which border another zoning district. He noted that Planning Commission has the authority to modify those requirements, but stated that he would like to know specifically what the requirement entails.

Amrhein commented that each PUD is unique with regard to setbacks. He informed the group that the PUD ordinance states that any lot on the periphery of the PUD-R (in this case the entire property), shall conform to the yard requirements of the adjacent conventional zoning district. For the side of the lot bordering Residence “C”, this would be five feet. In the case of the Central Business District, there is no setback requirement.

Amrhein added that there are requirements regarding parking areas, which is one of the reasons the driveway has been moved off the property line.

Amrhein noted that he has fairly complete records of the proceedings of the last PUD hearing, and offered to provide these documents for those interested.

Lowenstein commented that his approach to the matter of setbacks was to use the same setbacks as those of the adjacent properties, and to stay in line with those setbacks to achieve visual conformity with the residential surroundings.

Regarding the property to the north, Lowenstein commented that he had envisioned a 6 foot high board-on-board fence, but would amend that if the neighbor preferred something different.

Reed asked whether the design achieved 25% open space, and Cundiff responded that the impervious surface is under 75%, and this drops further if the parking area uses the proposed pervious pavement. Cundiff commented that the open space requirement is clearly written for a multi-unit PUD, and that the proposal at hand offers common areas which could be considered open space given that this is not a multi-unit PUD. Cundiff then reminded the group that they can waive the requirement for 25% common open space.

Struewing confirmed that the group is willing to be flexible regarding open space issues for this PUD.

Askeland stated that she appreciates the design of the building, which incorporates a lot of community space, noting that this is necessary when residents are entertaining visitors and their smaller units may not accommodate a larger group.

There followed a brief discussion of entrance and egress, as well as access from and to various points in the building.

Reed brought the issue of Density to the table; each member of Planning Commission stated their willingness to accept in theory the increase in density.

Reed urged YSHI and Buckeye to salvage as extensively as possible from the current structure. Reed commented that the Struewings have done an excellent job of restoring the home at Xenia Avenue and Stafford, and stated that short of being able to restore the Barr home, it would be prudent to recycle as much as possible.

Struewing commented that in his view, this is where YSHI needs to participate by repurposing materials for use in other Home, Inc. homes.
Askeland thanked YSHI and Buckeye, stating that she is excited about this proposal, and calling it a boon to the community and a vital, sustaining energy for the downtown area.

Reed confirmed that the public hearing will take place at the August 8th meeting.

OLD BUSINESS

Parks Master Plan—Tobey (History, Background and Past Planning sections). Tobey stated that in researching the document, he has realized how important the plan could be to the Village. Tobey called the parks system an asset to the community which makes the Village more livable.

Tobey mentioned the National Parks and Recreation website as a source of useful tool, and stated that in his opinion, not having an active PMP and an administrator thereof has meant that the Village has lost out on a significant amount of grant funding.

Tobey commented that his fear is that Planning Commission will develop a PMP, and there will be no one to administer the plan. Tobey used as an example the plethora of field and court space which could be coordinated so that various groups and teams could access them.

Tobey noted that Miami Township is a major stakeholder, since many park and recreation facilities lie in the township. Tobey listed the stakeholders, which was a list of over 12 organizations and entities. Tobey posed the question to the group, “if we put this plan together, is the Village going to be able to hire someone to facilitate and direct this project?”

Tobey noted that in his opinion, Planning Commission should not take on this project without assurance that a facilitator could be found. He then stated that he feels strongly that the Village needs a PMP, and suggested the possibility of an intern or other unpaid, semi-professional option.

In answer to a question from Reed, Tobey stated that no one is currently responsible for coordinating use of fields and parks, and that is done “by gentleman’s agreement”. Use of such spaces, as well as Mills Lawn, Village facilities, etc. could be much more extensive and efficient, he commented.

Tobey asked for suggestions from the rest of Planning Commission.

Cundiff commented that budget cuts have, over the years, condensed positions to such an extent that he can’t see where personnel to manage a PMP could be found.

Struewing asked Tobey what he wanted to recommend—that Planning Commission take on the project, or that a task force be convened, or another option. Tobey responded that he believes there is a great deal of interest in reworking the PMP, and that he could probably put together a group of interested, effective Villagers to address the issue.

Struewing clarified, stating that there will not be Staff support for this project, and that it appears that Planning Commission is unwilling to commit, and asked Tobey what specifically he could put together.

Tobey stated that he would like to put together a task force to address the PMP, and stated that he believes the larger issue is the coordination of the plan once it is developed. Tobey commented that perhaps the task force could address this issue as well.

Askeland observed that there are two parts to the plan in her view; the first being documentation of existing assets, and the second being identification of problems and future needs.
In answer to a question from Reed, Tobey stated that he is interested in shepherding this project, and in putting together a task force.

Askeland mentioned computer scheduling programs, which might be used as a method for scheduling. Tobey agreed, stating that he has looked into this possibility.

Cundiff noted that the scheduling aspect is more complicated than one might think, given variables of re-scheduling and accommodating leagues.

Askeland suggested that the task force make recommendations as to what is needed, and what might be possible without a dedicated coordinator.

Struwing stated that Planning Commission is recommending that Council create a task force, with Tim Tobey as the liaison.

Askeland suggested that Tobey return to his group and ask how much they are willing to take on without Staff support.

Dan Reyes commented that the last time he saw the PMP it was passed on to the Design Advisory Committee, and noted that recreation management and a coherent plan for management of Village assets are two distinct needs. Planning Commission confirmed that the plan they are working with is from 2002, which is the plan to which Reyes was referring.

AGENDA PLANNING
   Barr Property PUD
   Parks Master Plan

ADJOURNMENT
   Having no further business, Bebko MOVED and Askeland SECONDED a MOTION to ADJOURN. The MOTION PASSED UNANIMOUSLY at 9:36p.m.

John Struwing, Chairperson

Attest: Judy Kintner, Clerk

Please note: These minutes are not verbatim. A DVD copy of the meeting is available at the Yellow Springs Library during regular Library hours, and in the Clerk of Council’s office between 9 and 3 Monday through Friday.
There are several planning-related items that Staff wants to provide an update on to Planning Commission.

**CBE Update** – The Phase II plans were submitted this week. The annexation petition for the Dayton-Yellow Springs Road ROW also was filed this week. Staff continues to meet with representatives of Community Resources to keep everyone up-to-date on the project and we will continue to meet monthly until the project is completed.

**Vectren Gas Mains and Lines Replacement** – Vectren’s, Miller Pipeline, continued to work this week replacing gas services in certain areas of the Village. It was hoped they would be completed by now and we could begin street paving. Hopefully this will occur next week.

**Annual Street Paving** – We need to wait until Vectren’s contractor has completed their work before our paving contractor can begin work. As mentioned above, hopefully next week.

**Zoning Code Update RFQ/RFP** – We received 16 responses from consultants who responded to the RFQ. The Technical Review Committee (TRC), established by Village Council to review the qualifications and select five finalists, reviewed all of the responses and met to discuss all of the submittals. The TRC pared the list down to five firms:

- Compass Point Planning
- Duaney Plater-Zybeck & Co.
- LSL Planning
- McBride Dale Clarion
- McKenna Associates

One of the finalists, Duaney Plater-Zybeck & Co., withdrew from consideration because they felt the amount of money budgeted for this project, $75,000, was not enough to do the work. The remaining four finalists submitted RFPs which have been distributed to the TRC. Due to vacation schedules, the earliest all members of the TRC could meet to discuss the RFPs is August 25th.
July 27, 2011

To: Home Inc., Village Planning, Village Zoning, Village Council

RE: Alleyway between E. Limestone St. and E. Davis St.

I am writing with concerns for the current and future usage of the alleyway connecting E. Davis St. and E. Limestone St. On November 13th, 2008, I sent a letter to Ed Amrhein in reference to the problems with the growing traffic through the alleyway. In this letter our neighborhood outlined difficulties we have including: through traffic, unsafe speeding, lack of stopping at the sidewalks, blind spots, etc.

With the possibility of Home Inc., planning a major development project at the entrance to the alleyway at E. Limestone St., we feel this is the perfect opportunity to readdress this issue.

Currently, the alleyway is being used primarily as an access to the public library. The small parking lot has a main entrance which was designed and paved during the library construction as the primary entryway and exit. The lot also is being accessed and exited through the alleyway which was, like all the other alleyways in town, designed and built for the privilege of the adjacent residences. This alleyway was not designed nor is it suitable for through traffic.

After the November planning meeting, it was suggested there be a concave mirror, “no through traffic” signs and a “children playing” sign placed in strategic places in the alleyway. However, the mirror has been placed at the wrong phone pole, the “no through traffic” sign has been placed at the wrong pole and we have never received the “children playing” sign. As a result cars do not see the signs and therefore do not adhere to the advice of the signs.

The midpoint of the alleyway heading south from the new garage at 113 E. Davis St. to the exit point of E. Davis St. is a dangerous situation. The alleyway is confined and the two adjacent houses have several children. The Cooney residence has two garage doors and a primary house door that is only one door width and two child size steps from the oncoming traffic. The fence door at 113 E. Davis only gives a few inches, once open, before it is within the traffic pattern. Because parking is permitted on E. Davis St., there is no visibility for turning traffic (either direction, into or out of the alleyway). Cars DO NOT consider the possibility of pedestrian or bike traffic in the alleyway until we hear the telltale sounds of sliding gravel from the cars having to make a sudden stop.

Here are the current suggestions that we feel would greatly increase the survivability of future children of the village:
1. Return the original entryway of the library parking lot to its full potential. This might include a slight widening of the driveway. This was not considered in the past due to a large, stately tree in the library right of way. This tree has since been removed.

2. Close the alleyway to through traffic completely at the light pole at the midway point where the Clark garage begins and the Cooney fence ends. This could be accomplished by having a drive-over type of pole mounted in the middle of the alleyway along with a “do not enter” sign.

3. Close the alleyway to through traffic completely at the entrance of E. Davis St. with a large “do not enter/wrong way” sign mounted approximately 20' from the entryway and placed on the 113 E. Davis St. side of the alleyway. A sign mounted on the phone pole at the alleyway entrance will not be seen by oncoming traffic and would not be effective.

4. Remove most of the vegetation along the E. Limestone St. right of way and consider re-paving/widening as a more visible EXIT and safer pedestrian/bikeway. This exit would provide a more controlled re-entry to Xenia Ave. (The Davis St. alleyway exit is a poor choice because there is no visibility to turn onto or cross Xenia Ave. due to the parked cars on Xenia Ave.).

The residents of E. Davis St. fully understand that there are a couple of people who will be inconvenienced by the change. There are a couple village residents in particular who clearly use the alleyway as a shortcut to each other's homes. However, the time it takes to go around the block via President St. and then a left onto E. Limestone is only a couple of seconds.

There was some concern that the fire department needed to have better access to the alleyway, however after speaking with Chief Altman, he clearly indicated that they do not take their equipment into the alleyways due to the location of the hydrants and the safety aspects of a quick retreat. There would be no change to the accessibility of the public utility right of ways.

With the possibility of adding 30+ new homes at the entrance of the E. Limestone St. entry point of the alleyway there is a serious possibility that this alley will become a new street. Please look at the photos of the adjacent houses and seriously consider the implications of a child or pedestrian being hurt. Please also review the village charter on the purpose for having alleyways in the village. Please also consider the past precedence set by former village manager Bruce Rickenbach when he closed his adjacent alleyway (traffic problems, etc.). This was an entry point for Vernay's main office from E. S. College to Marshall St.

Clark Family  
113 E. Davis St.  

Cooney Family  
115 E. Davis St.  

Blakelock Family  
109 E. Davis St.  

Hayes Family  
121 E. Davis St.
Here is a proposal for the partial closer of the alleyway connecting E. Davis St. to E. Limestone St.

1. Add concave mirrors to existing light poles at both ends of alleyway (move the mirror currently posted on the pole midway in the alleyway at the 113 Davis St. garage (it has not purpose there).
2. Add red “do not enter signs at the light pole at the 113 Davis St. pole and along the fence in the alleyway about 20’ into the alleyway at the 113 Davis St. residence
3. Add intrusive device such a flop-down plastic post at the 113 Davis St. garage between the light pole and the Cooney residence fence line. Noted by an “X”
4. E. Limestone St. garage would still have access via E. Limestone St. entryway.
August 2, 2011

To: Members of Yellow Springs Village Council

Re: Barr Property, August 8 Public Hearing

The sanitary sewer on E. Limestone St. is old (maybe 80 years), constructed in clay, using short pieces laid end to end, and it has damages. It is moist enough to attract tree roots. Some of these roots work their way in and create snags that catch tampons, condoms, diapers, plastic bags and whatever else that gets accidentally flushed down. Furthermore, it is only a six (6) inch sewer. (No municipality would now install anything less than eight inch lines!) A six inch sewer is easily clogged once things start catching.

Under ideal conditions - pure sewage/no roots - a six inch sewer could handle the load, even with 30 new units added. This can be seen in published tables. But this gives no assurance to those of us who have houses on the street and know the actual situation.

A case in point: A year and a half ago, the sewer stopped up. The first indication was overflow into our basement at 140 E. Limestone St. The first manhole upstream from us was several feet deep in sewage. The Village crew arrived quickly and damage was limited.

Obviously, the sewer should be rebuilt. Under present conditions, we can live without the rebuilding being high on the priority list. But, if there is a development involving a significant number of new units upstream from us, we cannot live with it.

We are pointing out, that if the Village is considering approval for upstream development, the Village must assume the responsibility for rebuilding the sanitary sewer.

Sincerely,

John & Sigalia Cannon
917 South High Street
P.O. Box 452
Yellow Springs, Ohio 45387

tel: 937-767-1778
I just received a communication that noted the Barr Property proposal will be discussed at council. The communication noted that there appears to be a short time frame, that decisions may have to be made quickly. That is somewhat disturbing. It took years to work through all the intricacies of Friend’s Care design and proposal.

I reviewed the information available and noted that presumably the apartments would be “Energy Efficient”. This was defined as meeting something called the Enterprise Green Communities Standard. Council and Energy Board should be aware that everything in the world now has some kind of green standard. The Federal Trade Commission recently reported that its Green efforts were now badly compromised. Green has become Greenwash.

I checked the Enterprise standards and as far as I can understand, the energy efficient standards are basically Energy Star, which is a 15% reduction in energy. It also noted the buildings would have a HERS rating of 85. Compare this to the ratings of the Passive House standard which advocates for an 80% savings in order to meet the IPCC standards for energy and CO2 emissions in the year 2050.

The original design for the Barr Property for the Friends building was modified to meet the Passive Standard at an increase in building costs of 8%. Passive Houses in general cost 10% to 15% in additional construction costs while saving 80% of life time energy. Life cycle costs are lower over the life of the building.
We now have one completed passive house in Yellow Springs and three in the insulation phase. We have done two passive house retrofits. Our knowledge of energy efficient building is much greater than when we first brought this up for consideration three years ago.

There is another standard that the Department of Energy is pushing which is the Build for America program which is approximately a 50% energy reduction at a lower incremental cost than the Passive House Standard.

I am always concerned when a very short time schedule is given which typically means we can't analyze something sufficiently. I think that council has set a goal of an approximate 3% energy reduction per year which would get us near the 80% reduction needed in 2050. This apartment building should meet those standards since it will be around in 2050.

I hope the council will begin immediately to determine the life cycle costs of any proposal and ignore the possible objections of the developers which is typically "We can't afford to build a building that uses much less energy."
Heritage steel bike rack has an "old world" design that is available in today's modern powder coat colors. It dresses up any setting that needs to accommodate bicycle parking. This bike rack is made of 3/4" solid square steel and welded in one piece then powder coated. No assembly is required.

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PPS22 Pyramid Pendant Arm Mount w/Strut General Information

SiteLighting.com: Architectural Outdoor Lighting Solutions featuring Gardco and Emco Luminaires and Poles

Outdoor Lighting Products and Information for the Professional Lighting Designer

- Go to Search Box (Access Key: "s"),
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PPS22 Pyramid Pendant Arm Mount w/Strut

Philips Gardco Pyramid is a monumental statement in form following function, with a classic housing shape conceived from the need to surround a new state-of-the-art optical system. The first intention of Pyramid was its new optic, the Philips Gardco XP optical system, an optimized vertical lamp system that maximizes performance while minimizing the wattage required. By downsizing wattage, the XP optic leads to increased energy savings, lower operating costs and improved environmental sensibility - all while providing the bright, dependable and powerful illumination required of today's most demanding lighting environments.

Because the optical system creates an internal pyramid shape within the luminaire, the shape was a natural fit for the luminaire housing. Like the ancient structures that have stood the test of time, Pyramid is expertly crafted and perfectly proportioned - a convergence of pleasing aesthetics and flawless functionality. In all configurations the ballast is housed outside the luminaire, helping to minimize the overall form as well as manage thermal conditions. A wide variety of mounting options make Pyramid extremely versatile for a range of applications.

MEMORANDUM

To: Mark Cundiff, Planning Commission
From: Ed Amrhein
Date: August 3, 2011
Re: 321 Xenia Ave. Preliminary Plan

At the last Planning Commission meeting, Planning Commission considered concept drawings and a presentation concerning a proposal to establish a Planned Unit Development at 321 Xenia Ave. (the “Barr” property). The development partners are Home, Inc. and the Buckeye Community Hope Foundation (“Buckeye”). Roy Lowenstein, of Buckeye, stated in part that the partnership would be unable to invest any significant sum of money in design and engineering costs until it had secured “zoning approval” from the Village, and had successfully applied for funding from State sources. This presents some procedural questions for the Commission, as our PUD ordinance (Chapter 1264) requires a fairly advanced level of design and engineering as part of the Preliminary Plan approval process.

This is an attempt to list the requirements of our Preliminary Plan approval process, and to indicate items in the current proposal that may vary from the prescribed timetable. Some items not yet submitted by the current applicants, such as a topographic map of the area, we have retained from the approved plan submitted by Friends Care (FC) two years ago. In such cases, and where appropriate, I have included individual sheets from that prior plan for your information only. Ultimately, we will need a complete set of development plans in order to consider the project for final approval.

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>STATUS</th>
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<tbody>
<tr>
<td>Location map</td>
<td>enclosed, plan cover sheet, sheet S1</td>
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<tr>
<td>Artist’s renderings</td>
<td>enclosed, sheets S1, A3, A4</td>
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<tr>
<td>Housing units proposed (floor plans)</td>
<td>enclosed, sheets A1 and A2</td>
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<tr>
<td>Access points, drives, walkways</td>
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<td>Off-street parking areas</td>
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<td>Signage plan</td>
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<tr>
<td>Landscaping plan</td>
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<tr>
<td>Topographic sketch</td>
<td>enclosed, from FC plan</td>
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<tr>
<td>Existing site plan, w/ vegetation, utilities</td>
<td>enclosed, from FC plan</td>
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<tr>
<td>Letter of submittal (ownership, title)</td>
<td>not rec’d</td>
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<tr>
<td>New utilities plan, connections, details</td>
<td>incl. easements, changes to existing infrastructure</td>
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<tr>
<td>Covenants, grants, restrictions</td>
<td>not rec’d</td>
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<td>Environmental consequences,</td>
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<td>not rec’d</td>
</tr>
<tr>
<td>Other engineering specifics</td>
<td>not rec’d</td>
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**STAFF RECOMMENDATION**

Planning Commission has the authority to recommend that Council approve, approve with conditions or deny the Preliminary Plan. In addition to the recommendations made by Brad Schwab, Staff recommends the explicit mention of missing items, as listed above. It should be specified that submission of the missing items will be required for consideration of a Final Development Plan. The language of the resolution should specify that all missing documents be developed according to generally accepted standards of good Architectural, Engineering and Legal practice. It might also be useful to reserve the right to establish additional conditions should the need arise (“Conditions include, but are not limited to...”).

Additionally, Planning Commission could recommend now that, even though there will be no subdivision of property in the project, approval of the Final Plan be required from Council as well as Planning Commission. This would accomplish two things: Council would get a chance to weigh in on features of the Plan normally included in the Preliminary Plan, and; an additional Public Hearing, to take place when time constraints have eased, gives everyone (Staff, P.C., Council and the general public) the opportunity to consider their comments and positions more fully, and to express them for the record. All this would be accomplished without adding further “hurry up” pressure to the process prior to the State application deadline.

The following example recommendation is provided for Planning Commission’s consideration. The recommendation is based on the Planning Commission’s July 11, 2011 support for project.

Planning Commission recommends preliminary plan approval of project unit density, percentage of open space and parking with the following conditions:

1. A modified review process was requested by the applicant and is accepted by the Village. The applicant understands and agrees that all outstanding preliminary plan issues – either because such items were not submitted as required or because not all required items were approved as submitted – will be reviewed and negotiated at the Final Plan stage. An itemized letter of outstanding preliminary plan issues will be sent to the applicant after Village Council reviews the preliminary plan. This letter is for the applicant’s benefit and is not limiting as other issues may arise during Final Plan approval.
2. The Final Plan shall be forwarded to Village Council for Final Plan Approval at the request of either the Planning Commission and/or Village Council.
3. Architectural renderings, though submitted with the preliminary plan, will be reviewed and modified at the final plan stage.
4. Detailed landscape and tree planting plans are reviewed and approved during the final plan stage.
5. Floor plans are reviewed and approved at the final plan stage.
6. All additional items required in Section 1264.08(b) and (c) are provided in sufficient detail as required for the Village to make a complete and informed decision.

Of course, Planning Commission can impose additional conditions of approval at its discretion.
To: Mark Cundiff
From: Brad Schwab
Date: July 20, 2011
Subject: Senior Apartment PUD

The Planning Commission, at its July 11, 2011 meeting, considered Buckeye Hope’s PUD for a 37 unit senior housing tax project located at 321 Xenia Avenue.

The Planning Commission provided considerable support for the project by conceptually agreeing with the proposed unit density and provision of open space. Though other issues may arise, this memorandum focuses on a modified approval process and building design. Recommendations are provided for both issues.

**Approval Process**

PUD’s are reviewed and approved using a two step process: “Preliminary Plan” approval with the Planning Commission and Village Council followed by “Final Plan” approval with the Planning Commission.

Typically, more plan details consistent with Section 1468.08(b) are provided at the Preliminary Plan stage than what has been submitted by the applicant to date. The applicant requested a modified review process where the Village approves an incomplete Preliminary Plan. A Preliminary Plan approval in this case provides the applicant with confidence that the proposed use, density, parking and open space, etc., is acceptable.

The applicant would submit more detailed Preliminary Plan data requirements (e.g., topography, easements, and utilities, etc.) after tax credits are secured. The applicant cited costs as the basis of this request.

**Recommendation.** The applicant’s request is reasonable considering the uncertainty posed by the tax credit issue. The applicant’s need for zoning approval and a zoning approval letter before the tax credit application is due increases the need for a modified review process.
Section 1264.02 gives the Planning Commission and Village Council explicit authority to approve a PUD that varies from the provision of the Zoning Code. One could argue that authority gives Planning Commission and Village Council the authority to modify the prescribed PUD process too.

A modified review process should be agreed upon and approved by motion of a majority of Planning Commission members. Any approval motion should clearly lists the items that receive approval. This will make it clear that additional items require approval at a later date. The Village Solicitor should approve any proposed modification to PUD review procedures.

Two options are recommended below for Village consideration. Both scenarios protect the village and maintain the intent of the PUD regulations while affording the applicant with requested flexibility. Option 1 is more closely aligned with existing PUD requirements.

**Option 1.** Planning Commission and Village Council approves the Preliminary Plan as submitted with less information than normally required for Preliminary Plan approval. In this sense, the applicant receives “partial” Preliminary Plan approval under this scenario. The applicant submits the remaining Preliminary Plan details once housing tax credits are secured. Planning Commission and Village Council would review and approve the Preliminary Plan a second time albeit with additional details.

This option allows the applicant to receive approval for the proposed use and density now while allowing Planning Commission and Village Council to negotiate and approve a complete Preliminary Plan later. It also allows the project to move forward without having to successfully negotiate every detail of the PUD keeping in mind that one tabled meeting for any reason over the next two months would most likely push Preliminary Plan approval beyond the tax credit application deadline. The disadvantage with this option is it requires the applicant and the Village to go through the Preliminary Plan review process twice.

**Option 2.** Planning Commission and Village Council approves the Preliminary Plan application with missing details, essentially approving the use, density, open space and parking, etc. Missing Preliminary Plan details are then submitted with a Final Plan application for Planning Commission approval. The advantage of this option is fewer meetings are required. The disadvantage is Village Council is precluded from reviewing and approving a complete Preliminary Plan application. Include a provision that any detail required at Preliminary Plan stage can go to Village Council if an impasse with the applicant is reached.
Building Design

The project is proposed on a highly visible, gateway property south of downtown Yellow Springs. Building design is important and any structure at this location needs to complement the Village.

Many thoughtful attributes are incorporated into building design including the use of durable building materials and energy efficient systems. While these aspects are positive, the building size and mass is generally not in scale with the site or the Village.

Recommendations. Windows; changes in materials, textures and colors; changes in wall plane; and varying roof lines and similar architectural details break building mass. The proposed building has many of these elements but additional embellishments are suggested to further break building mass and scale consistent with the Village. Some suggestions in this regard follow:

1. Include a brick or stone water table along the foundation.
2. Wrap brick around building corners.
3. Add dormers with architectural features such as windows, wagon wheels, shake shingles etc.

Additional thought is also needed to make the building viable long term realizing the “senior” housing benefit is guaranteed for 15 years.

1. Ideally, the front two units on both floors would have direct hallway access. Residents will walk through common space such the Community Room and Exercise Room to access these units as drawn.
2. People are generally accustomed to having some separation between kitchens and living rooms. A bar (cabinets with counter top) could create that separation. A bulkhead with lighting above the bar would also help.
NEW CONSTRUCTION:
YELLOW SPRINGS SENIOR
XENIA AVE. & E. LIMESTONE ST.
YELLOW SPRINGS, OH 45387

JOHN HAYTAS ARCHITECTS
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614.342.2023 614.342.2000 ed14.305.6151 | jhaytas@haytashope.org

CO-DEVELOPERS
BUCKEYE COMMUNITY HOPE FOUNDATION & YELLOW SPRINGS HOME, INC.

GENERAL CONTRACTOR
PERRIL CONTRACTOR, LLC.

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A2 FIRST FLOOR PLAN
A3 SECOND FLOOR PLAN
A4 SOUTH/FAIT EXTERIOR ELEVATIONS
A5 NORTH/EAST EXTERIOR ELEVATIONS

LOCATION MAP

DATE: 7