

Greetings!

The Miami Township Planning & Zoning Department is pleased to present the following annual report on the activities and status of the community from a land use and zoning perspective. This report is intended to provide an overview of the activities conducted by the Planning & Zoning Department as well as a snapshot of the community as it stands at the close of 2012. It is our goal that these reports assist the public and elected representatives in gaining a better understanding of the community and the services provided by the Planning & Zoning Department.

Assistant Planning Director
Christopher E. Snyder, AICP

COMMUNITY SNAPSHOT

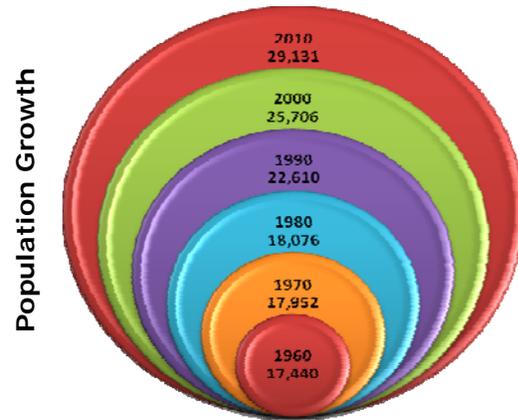
Unincorporated Miami Township Population: 29,131*
City of Miamisburg: 20,181*
Combined Incorporated and Unincorporated Population: 50,735**

Total Land Area: 20.87 square miles or approximately 13,360 acres within the unincorporated portion of the township. There have been no annexations of territory during 2012.

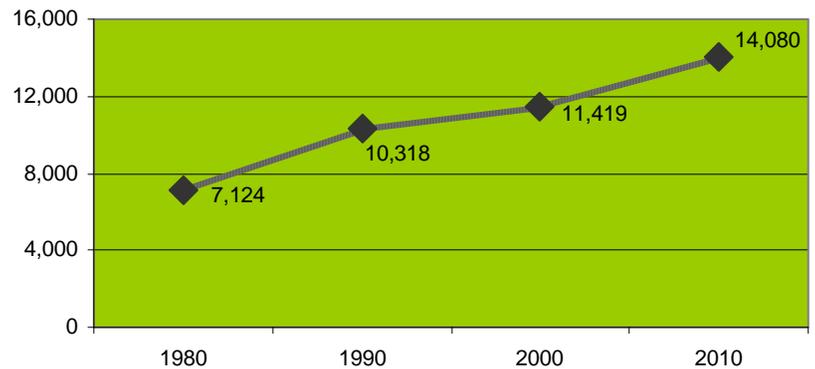
Area within Public Road Right of Way: Approximately 1,328 acres, there are some additional acres that will likely be added or removed once the right of way transfers for the Austin Interchange roadways have been completed.

Area Covered by Water: Approximately 201 acres or 1.5% of the territory within Miami Township is covered by water, with the largest single source being the Great Miami River at approximately 127 acres.

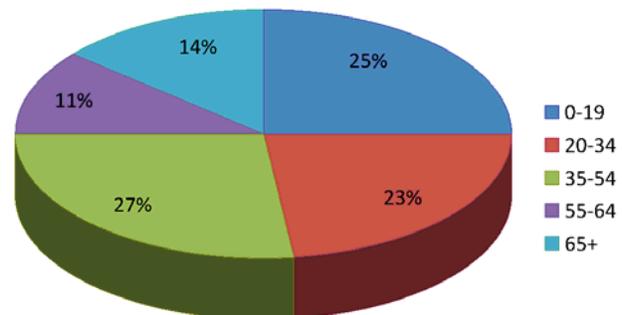
* 2010 US Census
** 2010 US Census – includes City of Miamisburg and portions of City of Carlisle and City of Springboro within Miami Township



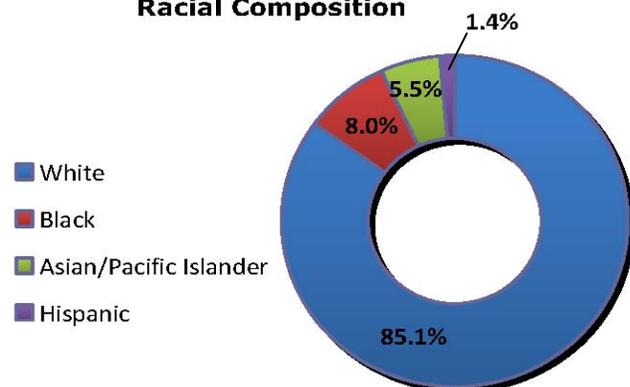
Housing Unit Growth



Population by Age



Racial Composition



All data based on 2010 U.S. Census for unincorporated population only

Property Value Preservation And Enhancement

In 1972, the first Miami Township Zoning Resolution was approved after residents voted to take over zoning responsibility from Montgomery County in order to have greater control over the decisions that affected their community. Many communities throughout Ohio and the United States have adopted zoning standards as the primary method to ensure preservation of the investment that individuals have placed into their properties and to provide an opportunity to have changes to the zoning of neighboring properties heard in a public venue where they can voice support or opposition to changes that may affect the value of their own property. Zoning, while not the only way to deal with many of these issues, has also provided the marketplace with a more predictable environment within which to operate, than might occur if no standards were in place. Zoning generally provides property owners assurance that their neighbor will not suddenly tear down their house and build a non-residential structure in the middle of a neighborhood or place other uses in the neighborhood that are not generally found in a residential setting. The same can be said of a business or industrial owner that locates next to other businesses or industry that are compatible with their own use. Zoning can, at times, be too restrictive due to its need to often have predetermined standards and outcomes. Measures have been taken over the years, such as the use of Planned Developments, and introduction of form based and other types of zoning standards, to reduce these conflicts, but adjustments will always be needed in certain cases.

We have endeavored in this report to also list and describe the other work that the Planning & Zoning Department performs during the course of a year. Our primary task is to provide service to the community through the administration of the community standards, assistance with technical and non technical questions regarding community services, research and analysis of data relating to development projects and other projects carried out by the private and public sector, and numerous other activities ranging from creating and printing maps to assistance with community events as well as management of contracts such as the solid waste and street lighting contracts for the community.

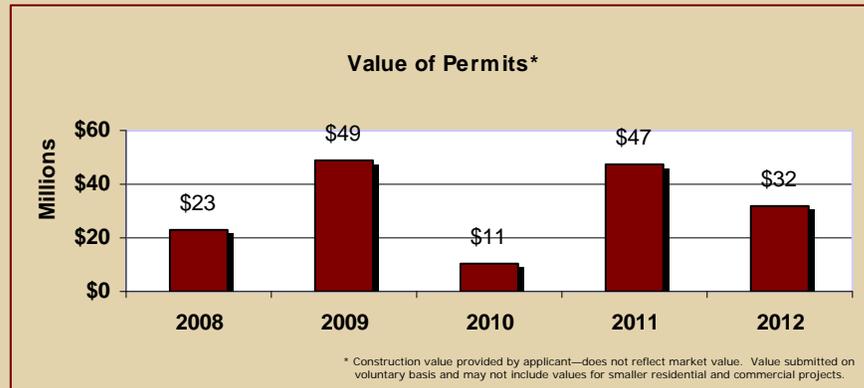
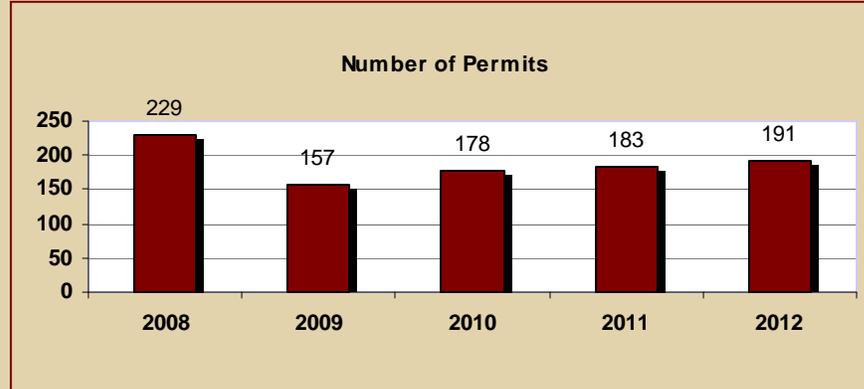
Breakdown of Land Area by Zoning Classification

Agriculturally zoned land remains the primary land classification within Miami Township, with just under half of all the unincorporated territory falling within this classification. Traditional residential zoning accounts for the next largest category of land use within the township with nearly 1/5 of all land falling under the traditional single to multiple family residential zoning classifications. Combined with residential areas falling under the PD-1 and PD-5 classifications, residential zoning outside of the agriculture zones accounts for over 25% of the zoned territory. Commercial land accounts for a smaller physical area of the township, but given its relative density to residential it tends to be a more intense land use. Standard business classifications account for approximately 3% of all land use with an additional 3% falling within the industrial land use categories. The relative size and potential of the Dayton Wright Brothers Airport is apparent from the fact that the airport accounts for more land area than the area falling within the standard business or industrial land uses. The Austin Center zoning classifications make up 2.2% of all land use. Office and mixed use zoning classifications account for approximately 4.3% of the zoned area extracting the area within the Villages of Miami territory, which accounts for approximately 1% of the land area.

Zoning	2012 Acres	Percent
A	5,819	47.8%
AC-1	52	0.4%
AC-2	17	0.1%
AC-3	170	1.4%
AC-4	13	0.1%
AC-5	4	0.0%
AP	435	3.6%
B	411	3.4%
R	2,380	19.5%
I	375	3.1%
NR	191	1.6%
O	201	1.7%
PD-1	777	6.4%
PD-2	85	0.7%
PD-3	113	0.9%
PD-4	3	0.0%
PD-5	536	4.4%
PS-1	13	0.1%
PS-2	183	1.5%
PS-3	125	1.0%
F	163	1.3%
WO	111	0.9%
TOTAL	12,178	100.00%

ZONING CERTIFICATE ACTIVITY

The Planning & Zoning Department maintains the zoning standards for the Township in part through the issuance of zoning certificates for construction of buildings and other accessory structures, including decks, pools, fences, sheds, signs, and other similar features. The level of new single family home construction has declined in recent years due to national economic conditions and completion of several of the active subdivisions within Miami Township. The following chart shows the total number of permits issued over the last 5 years to provide some perspective to current conditions.



Zoning certificates are issued through the Planning & Zoning Department as one method to ensure compliance with the zoning resolution of Miami Township. Residents and businesses are required to obtain a zoning certificate prior to any new construction covered under the certificate requirements. The cost of the fee is intended to defer in part the cost of staff time to review the relevant materials and printing of documents associated with the certificate request and for any necessary inspections. The fees are based in part on the total square footage of the new construction in the case of most new buildings or additions. This in turn is roughly associated with the overall value of the new construction and thus provides a general perspective of the total amount and value of new construction occurring in Miami Township during any period.

Board of Zoning Appeals

The Board of Zoning Appeals is designated by the Ohio Revised Code as the body authorized to hear appeals of decisions of the Zoning Inspector, requests for variances from the terms of the Miami Township Zoning Resolution, requests for conditional uses authorized under the terms of the Miami Township Zoning Resolution, and substitutions of non-conforming uses or structures within Miami Township.

The Board of Zoning Appeals is comprised of 5 regular members and 1 alternate member. The members are appointed by the Board of Trustees and serve as volunteers. Each member must be a resident of the unincorporated portion of Miami Township during the course of their respective 5 year term.

The Board of Zoning Appeals held 7 meetings in 2012 and heard cases in the following categories:

- Appeals: 0
- Variances: 5
- Conditional Uses: 2
- Substitutions: 0

ZONING COMMISSION

The Zoning Commission is designated by the Ohio Revised Code as the body authorized to make recommendations to the Board of Trustees on amendments to the Zoning Resolution, amendments to the Zoning District Map, reviews of Planned Development projects, and as designated by the Board of Trustees, to act on reviews falling under the architectural and landscape provisions of the Ohio Revised Code and Miami Township Zoning Resolution.

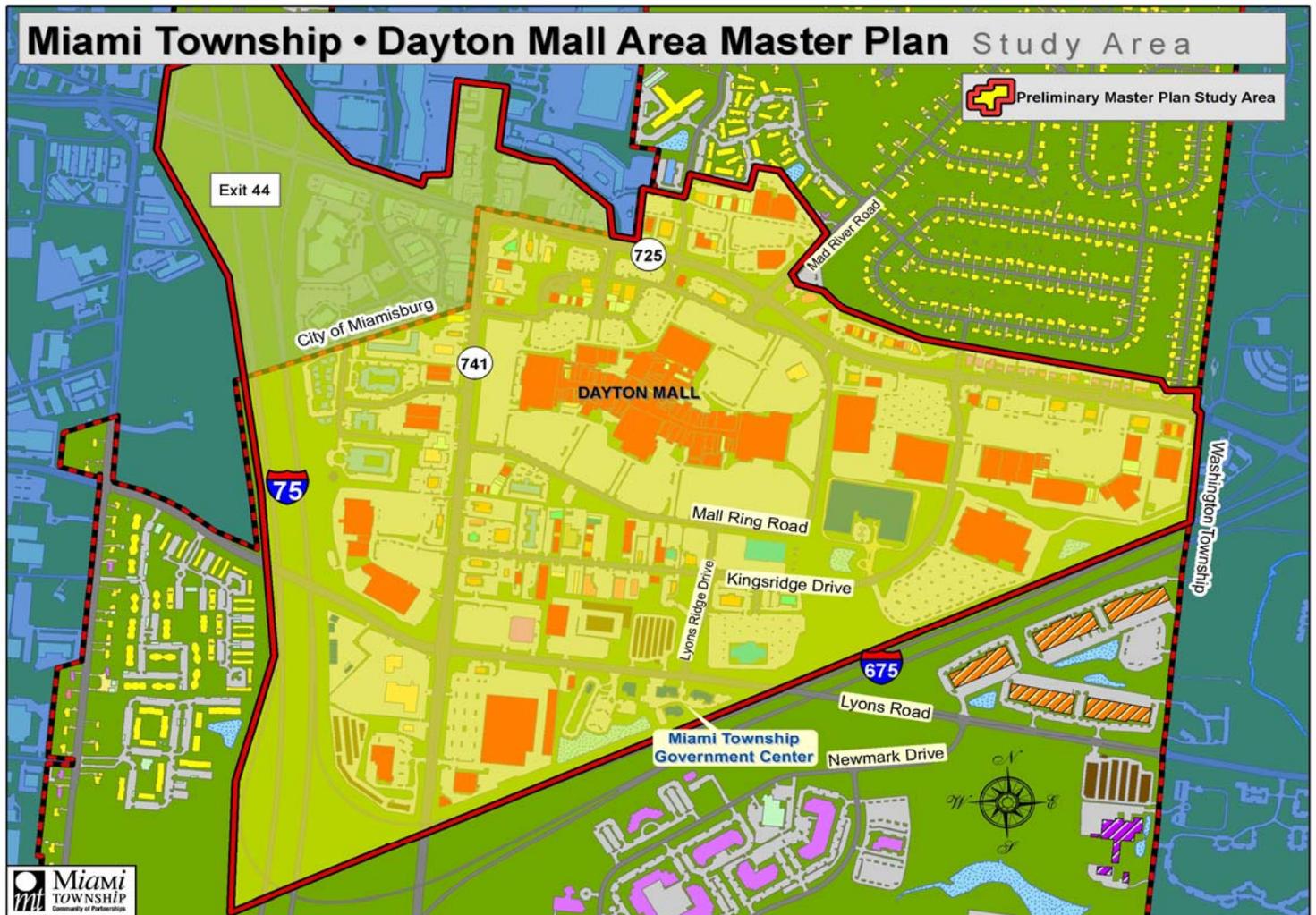
The Zoning Commission is comprised of 5 regular members and 1 alternate member. The members are appointed by the Board of Trustees and serve as volunteers. Each member must be a resident of the unincorporated portion of Miami Township during the course of their respective 5 year term.

The Zoning Commission held 12 meetings in 2012 and heard cases in the following categories:

- Zoning Map Amendments: 6
- Amendments to the Zoning Resolution: 1
- Reviews of Modifications to Planned Developments: 5
- Reviews of Final Development Plans: 8
- Architectural Reviews: 1
- Landscape Reviews: 0
- Digital Sign Architecture Reviews: 3
- Architectural Sign Package Reviews: 2

PLANNING PROJECTS

Dayton Mall Area Master Plan – A Request for Qualifications was released in the fall of 2012 to select a firm to assist the community in developing a scope of work to begin master planning for the Dayton Mall area. A selection process was conducted and a final firm, MKSK, selected in late fall to begin the planning process over the winter of 2012 to 2013. The first phase of this project will result in a scope of work to guide the second phase master planning effort for the area. This is the first time that such an effort has been conducted on a comprehensive scale for the Dayton Mall area.



Business Database Development – Utilizing the new collaborative database software, the department is undertaking a project to compile information regarding all of the existing businesses within Miami Township. This information will allow for enhanced identification of existing businesses and business categories along with a number of other statistics related to the existing business community.

ROADWAY PROJECTS

- Prestige Place Connector – Project Value: Est. \$300K to \$400K. Staff has worked with an engineering firm on the design of the project. Staff worked with the adjoining businesses to secure right of way agreements and contributions towards the project costs. Status – Under Design
- Wood Road Widening Project – Project Value: \$1.1 million. Staff participated with the Public Works Department on design during the preliminary phases of the project. Status—Under Design

HOUSING DATA

Miami Township had approximately 14,080 residential units as of the end of 2012.

Breakdown of Housing by Type

- Detached Single Family Homes: 7,365
- Attached Single Family Units: 39
- Landominiums/Townhomes: 104
- Condominiums: 1,525
- Manufactured Housing in Parks: 811*
- Apartment/Multi-Family Units: 3,593
- Retirement Community: 635

* Based upon 2010 aerial photo



Subdivision Lot Availability

- Crimson Creek – 6 lots vacant
- Crains Run – 4 lots
- Rosecliff – 8 lots
- Vienna Park – 3 lots
- Lorien Woods Landominiums – 3 lots, 9 units
- Bear Creek Ridge Estates – 5 lots

COMMERCIAL DATA

Major Commercial/Industrial Center Square Footages

- Dayton Mall — 1.4 million
- South Towne Center — 338,000
- Southland 75 — 184,000
- Mad River Station — 152,000
- Shoppes at 725 — 34,000
- Remaining Retail in Mall area — 1.1 million
- Exchange at Spring Valley — 41,000
- Austin Landing—560,000 (maximum)



Top Five Employers

- Lexis Nexis—3000
- PNC Bank Mortgage—1555
- Metlife—800-850
- Teradata—400
- NewPage Corporation—350

*all employment numbers are approximate



ONGOING SERVICES

- Assisting residents, property owners, contractors, and the general public with questions related to planning and zoning and other general inquiries regarding the township
- Review and issuance of zoning certificates for new construction and placement of new signage in Miami Township
- Administration of the Board of Zoning Appeals – including reviews of variance, conditional use, and appeal requests
- Administration of the Zoning Commission – including review of zoning change requests and requests for new development in planned development districts and the Austin Center districts
- Administration of the interdepartmental plan review committee and other special meetings as necessary to discuss and review planning and development proposals
- Zoning Inspections – including ongoing active enforcement of the zoning resolution and property maintenance code. This item includes near daily inspections of properties and neighborhoods throughout Miami Township.
- Issuance of zoning verifications and responding to general zoning inquiries
- Maintenance and development of the Township GIS system and printing of maps, such as the Township street and zoning maps
- Identification of grant opportunities and pursuit of grants as designated
- Technical support for Board of Trustees and other departments
- Administration of lighting contracts, solid waste contract, and trash contract for the Township
- Preparation and distribution of new resident information packets
- Maintenance of public records

COMMERCIAL REDEVELOPMENT, ENHANCEMENT, & EXPANSION PROJECTS

Autoland, Ltd – Project Value: \$450,000. Staff worked with the Walker Auto Dealership on Springboro Pike to remodel and expand several buildings within the auto dealership complex and enhance the property with landscape and signage improvements. This project was completed in 2012.

Hampton Inn/Circuit City Redevelopment – Project Value: \$3.5 million. Staff approved this redevelopment project of the former Circuit City building into a new 95-unit hotel with new landscaping, signage, and parking. Completed in 2012.



Menards/Wal-Mart Redevelopment – Project Value: \$9 million. Staff worked with Menard, Inc. to

redevelop the site of the former Wal-Mart store and nearly all of the Lyons Crossing shopping center complex into a new Menards store with new landscaping and parking. Completed in 2012.

Dick's Sporting Goods – 18,800 square feet - \$4.3 million – Completed in 2012.

GFS – Facade Renovation - \$90,000 – Completed in 2012.



The Connor Group – Headquarters building – 39,825 square feet, \$15 million. Certificate issued on October 3, 2012 – Under Construction.

South Towne Center - Five Below – 8,095 square feet, \$700,000. Certificate issued on October 11, 2012 - Under Construction.

Kroger – Grocery and Fuel Center at Austin Landing, 100,974 square feet. Project Value—\$3.85 million.—Opened January 2013.

Hilton Garden Inn – 89,591 square feet, 125 units. Project Value \$8 million. Certificate issued on November 15, 2011—Under Construction.

COST SAVING AND OFFICE PRODUCTIVITY PROJECTS

In our continual efforts to reduce costs and increase the efficiency, productivity, and capabilities in providing services to our residents, the Planning & Zoning office conducted the following projects during 2012:

- Project Management Software – The office has been utilizing new project management software to create a project management database and other databases which can be shared over the internal network among employees. The software permits greater internal collaboration and tracking of the many projects managed and monitored by the department. This project will continue to be implemented throughout 2013.
- Filing System Project – The office has been working during 2012 to reorganize and implement a new filing system for office documents to permit more efficient utilization of the available space and to enhance the ability to track and retrieve documents, files, plans, and other materials within the office. Staff will continue to work on this project in 2013.
- Nuisance Abatement Procedures – Staff worked with the Board of Trustees to adopt revised procedures for nuisance abatements to reduce costs for the township and increase the response time for residents on abatement of nuisance properties.
- Staff developed new property maintenance and zoning notice forms resulting in a reduction of mailing costs and faster delivery of the initial notices.
- The Planning & Zoning Department worked with the Police Department to trade a police vehicle for a zoning vehicle, which is making better use of each vehicle and resulted in the Planning & Zoning Department being able to auction off an older pickup truck and reduce the total number of vehicles maintained by the department.
- Acquired wireless phone system for Administrative Assistant to provide faster call response times and greater flexibility to work within the office on other tasks while also monitoring the phone system.
- Staff assisted in the implementation of a township wide effort to move towards electronic distribution of board packets and other materials by setting up the network and wireless tools necessary to eliminate most hard printing of these materials. This is expected to save considerable paper resources and reduce overall printing costs for the township.

COMMUNITY EVENTS AND INTERDEPARTMENTAL PROJECTS

- Interviewed telecom firms for new phone system
- Managed web site



- Printed maps for Fire District and Police Department
- First Annual Runway Fest
- National Night Out

PLANNING & ZONING DEPARTMENT STAFF

The Planning & Zoning Department is currently comprised of the following full and part time staff positions:

Assistant Township Administrator/Planning Director (Full Time) - As the Assistant Township Administrator, the current Planning Director is tasked primarily with duties beyond the Planning & Zoning Department, but within the department is primarily responsible for oversight of the Department budget and major annual functions and contracts that affect the department.

Assistant Planning Director (Full Time) - The Assistant Planning Director provides day to day supervision and oversight of the general activities of the Planning & Zoning Department. The Assistant Director is heavily involved with cases placed before the Zoning Commission. The Assistant Director has become involved in recent years with management and oversight of construction projects and acting as a liaison for Miami Township on other projects that involve the Transportation Improvement District or other entities. The Assistant Director typically provides final review of zoning certificates and works with the Planner and Zoning Inspector to monitor the activities of the Board of Zoning Appeals and enforcement measures being taken with regards to the Zoning Resolution and Exterior Property Maintenance Code. The Assistant Director is also involved in applying for and administering a variety of grants as well as contracts for services with various consultants. The Assistant Director and other staff work closely on a variety of other economic development projects throughout the year.

Planner (Full Time) - The Planner is the initial contact and reviewer for issuance of zoning certificates and requests by individuals to be heard by the Board of Zoning Appeals. The planner is also heavily involved in review of cases before, and the administration of, the Zoning Commission. The planner is tasked with work involving the development and maintenance of the GIS system, the web site, and other mobile applications and general IT support. The planner has in recent years become involved in the extension of the solid waste contracts and assistance with other grants and contracts as required.

Zoning Inspector (Part Time) - Miami Township employs 1 part time Zoning Inspector for the purposes of enforcing the provisions of the Miami Township Zoning Resolution. The Zoning Inspector is the primary contact for residents that have concerns within their neighborhood regarding the maintenance of properties within the community. The Zoning Inspector regularly travels throughout the com-

munity to address complaints regarding the maintenance or compliance of properties with the terms of the Miami Township Zoning Resolution and the Miami Township Exterior Property Maintenance Code. The Zoning Inspector is also tasked with identifying violations of the Zoning Resolution and Exterior Maintenance Code. Most importantly though, the Zoning Inspector is out in the community to assist residents with a variety of questions and concerns that may or may not always be related to the zoning standards. This interaction provides valuable input to the other staff and officials regarding how neighborhoods are doing and if there are other general issues or concerns that need to be addressed. The Zoning Inspector is also the person tasked with monitoring and implementing nuisance abatement procedures on properties that have typically been vacated due to foreclosures, fires, or other financial issues and where there is no available party to maintain the grounds or remove vehicles that may have also been abandoned. No community desires to have these issues, but Miami Township is proactive about taking measures to ensure that when these issues do arise that they are handled in a professional and legal manner that protects both the existing property owners and neighboring residents. In recent years, the stresses of the national housing market have led in part to a variety of nuisance abatement cases, but we are committed to protecting the value of the adjoining homes and businesses by resolving these issues as expeditiously as possible. In 2012 the Zoning Inspector handled approximately 532 direct calls from residents or businesses, issued approximately 472 notices, and handled 21 nuisance abatement proceedings on properties, while continuing to patrol a territory of almost 21 square miles with over 10,000 parcels.

Administrative Assistant (Full Time) - The Administrative Assistant is the initial point of contact for those calling into our office or coming to the front counter. The Administrative Assistant answers hundreds of questions every year ranging from how to obtain zoning on a property to how to get a dog license. The Administrative Assistant provides general staff support with research materials, mailings, processing of applications, collection of fees, and many other daily tasks. The Assistant also attends and records minutes for the meetings of the Board of Zoning Appeals and the Zoning Commission. The Assistant is tasked with preparing and distributing new resident packets, maintaining the trash collection list, and providing general updating and maintenance activities for the property database. The Assistant is also tasked with setting up and preparing many materials for special events such as Runway Fest and other community functions as required.

ACTION PLAN FOR 2013

Planning

- Conduct planning efforts for the Dayton Mall Area Master Plan
- Work with project partners to continue planning for the widening of Benner Road and the final phase of the three lane widening of Miamisburg-Springboro Pike
- Work with project partners to continue development of bikeway plans for the Crains Run Trail and a connector between Byers Road and Medlar Road
- Continue plan review of Austin Landing project
- Work with engineer to finalize design for the Prestige Place connector project. Continue working with adjoining businesses to secure right of way and contributions toward project costs.

Public Communications/Education

- Increase utilization of the web and newsletter to inform property owners of activity and relevant information regarding planning and zoning
- Continue upgrades to server and IT system to provide for additional methods for public interaction through electronic plan submissions, online payment processing, etc.

Zoning Resolution Management

- Prepare standards to address questions regarding new and alternative energy systems, such as solar panels.
- Review and update as necessary accessory use provisions

GIS/Data Management/Mapping

- Obtain 2013 aerial imagery data
- Update ground coverage and building layers based upon 2013 aerial data
- Update layers as needed for Dayton Mall Area Master Planning Project
- Continue to work with Google Maps to update our community

Continuing Education

- Attend national and local planning conferences
- Utilize online courses for free training seminars and professional development

Record Keeping/Organization

- Continue microfilming of zoning certificates, Zoning Commission cases, and Board of Zoning Appeals cases
- Continue placement of new Planned Development (PD) cases into the PD books and fill in large format maps and other documents as cases are returned from microfilming
- Expand digitization of case files and new permits
- Update and revise records retention policy
- Create shared database for project management, zoning certificates and digitized records

A Call to Service for Miami Township Residents

Are you interested in participating in government at the local level? Volunteering on either the Board of Zoning Appeals or the Zoning Commission is an excellent way to serve your community. These critical positions help shape our community and give residents an opportunity to influence current and future community standards. Miami Township is currently accepting applicants for the Board of Zoning Appeals and the Zoning Commission.

To serve on either Board you must be a resident of the unincorporated portion of the Township. For the Board of Zoning Appeals you must be available to meet at 7:00 P.M. on the first Monday of each month at the Miami Township Government Center at 2700 Lyons Road. For the Zoning Commission you must be able to meet at 7:00 P.M. on the third Tuesday of each month at the same location. If you have questions or need more information, please call the Township Offices at 433-3426. Please submit a resume with two references and a cover letter to Kyle Hinkelman, Planning & Zoning Department, 2700 Lyons Road, Miami Township, Ohio 45342.

CONTACT INFORMATION

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