

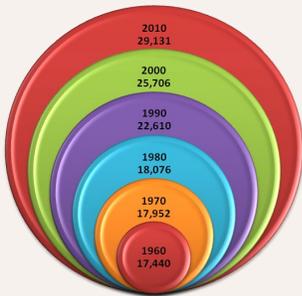


The Miami Township Planning & Zoning Department is pleased to present the following annual report on the activities and status of the community from a land use and zoning perspective. This report is intended to provide an overview of the activities conducted by the Planning & Zoning Department as well as a snapshot of the community as it stands at the close of 2013. 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

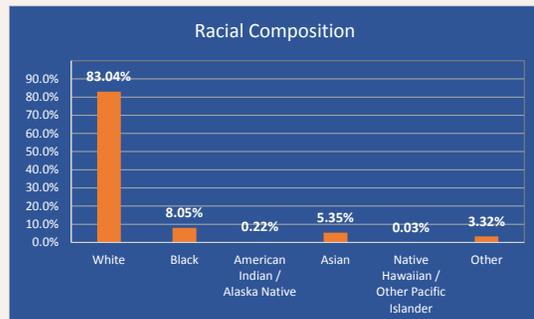
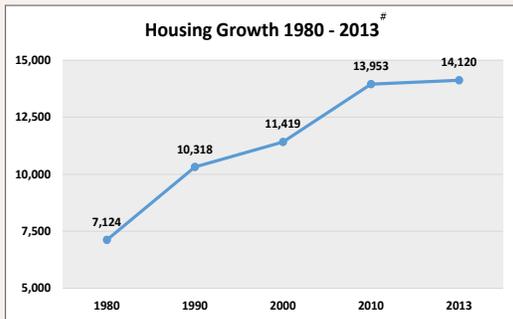
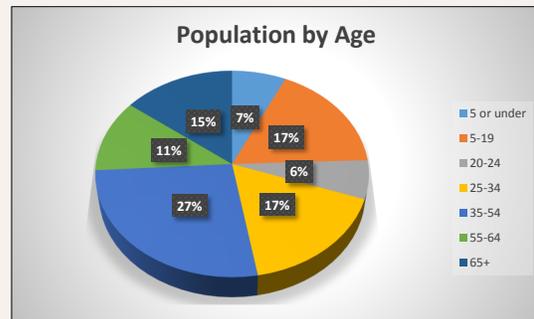
*(Combined Incorporated and Unincorporated Population: 50,735\*\*)*

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 2013.

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.



2.9% of Population Identifies as being of Hispanic or Latino Origin

\* 2010 US Census Data for the unincorporated area of Miami Township, except where noted

\*\* Also includes portions of City of Carlisle and City of Springboro within Miami Township

# Housing Growth is based on US Census data through 2010. 2013 is an estimate based on the Miami Township field survey.

**COMMUNITY EVENTS CELEBRATED IN 2013**

- Ribbon cutting ceremony for Hilton Garden Inn, April 2013.
- Ribbon cutting ceremony for Pure Time Massage, July 2013.
- 2nd Annual Runway Fest at Dayton Wright Brother's Airport, August 2013
- Ribbon cutting ceremony for BJ's restaurant and Brewhouse, September 2013.
- 6th Annual Miami Township Veterans Breakfast, November 2013

# HOUSING DATA

Miami Township had approximately 14,120 residential units as of the end of 2013.



**Single Family Home Miami Township, Ohio**

## PERCENT OF HOUSING BY TYPE

- Detached Single Family Homes: 52%
- Attached Single Family Units: <1%
- Landominiums/Townhomes: <1%
- Condominiums: 11%
- Manufactured Housing in Parks: 6%
- Apartment/Multi-Family Units: 25%
- Retirement Community: 5%

**Data based upon 2013 aerial photo and construction surveys. Figures rounded to nearest whole percent.**

## SUBDIVISION LOT AVAILABILITY

- Crimson Creek – 6 lots vacant
- Rosecliff – 7 lots
- Vienna Park – 2 lots
- Lorien Woods Landominiums – 2 lots, 6 units
- Bear Creek Ridge Estates – 4 lots

## ONGOING RESIDENTIAL AND COMMERCIAL 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 and the trash and recycling contract for the Township
- Preparation and distribution of new resident information packets
- Maintenance of public records

# COMMERCIAL DATA

## MAJOR RETAIL CENTERS (SQ. FT.)

- 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—273,000

## TOP FIVE EMPLOYERS \*

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

\*all employment numbers are approximate



**BJ's Brewhouse New in 2013**

## 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 trash, utility contracts, and street lighting contracts for the community.

# **THE PLANNING & ZONING DEPARTMENT STAFF**

## **ASSISTANT TOWNSHIP ADMINISTRATOR/PLANNING DIRECTOR**

As the Assistant Township Administrator, the Planning Director in 2013 was 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. This role is being reevaluated for 2014.

## **ASSISTANT PLANNING DIRECTOR**

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 management and oversight of construction projects, and acts 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**

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 trash and recycling program, utilities, and assistance with other grants and contracts as required.

## **ZONING INSPECTOR**

The Zoning Inspector enforces 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 community 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 responsible for identifying violations of the Zoning Resolution and Exterior Maintenance Code and assists residents with a variety of questions and concerns they may have that may or may not be related to the zoning standards. This interaction within the community provides valuable input to staff and officials regarding how our neighborhoods are doing and if there are other general issues or concerns that need to be addressed. The Zoning Inspector also monitors and implements nuisance abatement procedures on properties that have typically been vacated due to foreclosures, fires, or other financial issues, where no available party is available to maintain the grounds or remove abandoned vehicles. Miami Township is pro-active in taking measures to address these issues in a professional and legal manner that protects both the existing property owners and neighboring residents. The entire staff is committed to protecting the value of adjoining homes and businesses by resolving these issues as expeditiously as possible.

## **ADMINISTRATIVE ASSISTANTS (PART-TIME)**

The Administrative Assistants are the initial point of contact for those calling into our office or coming to the front counter. The Admin. Assistants answer hundreds of questions every year ranging from how to obtain zoning on a property, to how to get a dog license. The Administrative Assistants provide general staff support with research materials, processing of applications, collection of fees, and also attend and record minutes for the Board of Zoning Appeals and the Zoning Commission meetings. The Assistants also prepare and distribute new resident packets, maintain the trash collection list, and provide general updates and maintenance activities for the property database. The Assistants are also tasked with setting up and preparing many materials for special events such as the Veterans Day Breakfast and other community functions as necessary.

## 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 2013:

- **IT**– Planning & Zoning Department staff worked extensively throughout the second half of 2013 to reevaluate IT system needs and explore areas for cost savings and productivity improvements. A new website was also implemented to provide additional services for residents at little or no additional cost.



- **STAFFING** – The Planning & Zoning Department operated with a reduced staff throughout

2013 as part of an organization wide cost cutting measure and reduction in force. The full time administrative assistant position was eliminated and replaced for portions of the 2013 with temporary staff. Staffing levels were planned for re-evaluation in 2014 contingent upon organizational finances and department needs.

## COMMERCIAL REDEVELOPMENT, ENHANCEMENT, & EXPANSION PROJECTS

### TOTAL COMMERCIAL PROJECT VALUE FOR 2013: \$17,037,500\*

**BJ'S BREWHOUSE** - Project Value: \$900,000. This 8,376 square foot stand alone restaurant sits on the southern end of Austin Landing. Completed in 2013.

**CEA PROPERTIES, OFFICE BUILDING #2** - Project Value: \$550,000. The second building of a planned 4 to 5 building complex was permitted in 2013. Construction rescheduled for 2014.

**DXL, DESTINATION XL - PROJECT VALUE**: \$32,500. This remodel of an existing 10,025 square foot space along SR 741 and south of Key Bank completed space for a new men's apparel store. Completed in 2013.

**HH GREGG** - Project Value: \$750,000. Renovation of space at the Dayton Mall to accommodate a new HHgregg store. Completed in 2013.

**MULTI-TENANT RETAIL BUILDING** - Project Value: \$500,000. This 8,300 square foot retail building is located on the south side of Innovation Drive and currently house Five Guys Burger and Fries. Completed in 2013.

**MULTI-TENANT RETAIL BUILDING, 5849-5855 SPRINGBORO PIKE** - Project Value: \$5,000. Renovation of façade on multi-tenant retail building across from Meijer on State Route 741. Completed in 2013.

**PANERA BREAD** - Project Value: \$400,000. This 4,380 square foot stand alone restaurant is located south of Innovation Drive. Completed in 2013.

**ROTOROOTER** - Project Value: \$4,000,000. New training and service facility located along Byers Road and I-75, south of Planes Moving & Storage. Under construction in 2013.

**RUSTY BUCKET** - Project Value: \$100,000. Patio and interior renovations for the Village at the Dayton Mall restaurant, now completed.

**SOUTH TOWNE CENTER** - Project Value: \$1,500,000. Renovation for new OfficeMax location, now completed.

**SPEEDWAY** - Project Value: \$1,300,000. New Speedway location on Miamisburg-Springboro Pike completed.

**TJ MAXX/HOMEGOODS BUILDING** - Project Value: \$3,500,000. 57,564 square foot multi-tenant retail building on the southeast corner of Austin Landing, also houses Jack's Pets, Great Clips, and Dodd Camera. Completed in 2013.

**VALUE PLACE** - Project Value: \$3,500,000. New 4-story, 45,516 square foot hotel with 124 rooms under construction.

\*Based on values indicated on acquired permits.

## BREAKDOWN OF LAND AREA BY ZONING CLASSIFICATION

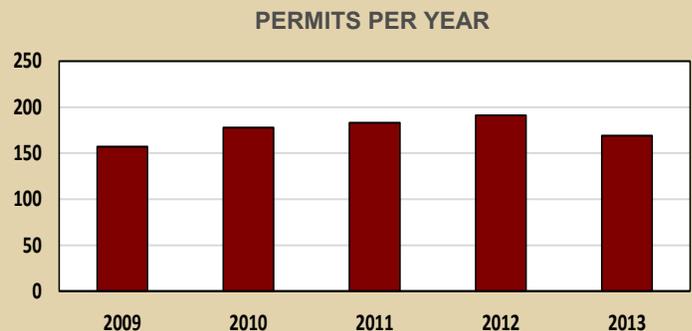
Agriculturally zoned land remains the primary land classification within Miami Township, with just under half of all the unincorporated territory falling within this classification. Traditional residential zoning accounts for the next largest category of land use within the township with nearly 1/5 of 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	2013 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	158	1.3%
PD-1	777	6.4%
PD-2	85	0.7%
PD-3	113	0.9%
PD-4	3	0.0%
PD-5	579	4.8%
PS-1	13	0.1%
PS-2	183	1.5%
PS-3	125	1.0%
F	163	1.3%
WO	111	0.9%
<b>TOTAL</b>	<b>12,178</b>	<b>100.00%</b>

## 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.

**Value of 12 Major Commercial Projects Permitted in 2013 Under Construction or Completed: \$16.5 Million**



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.

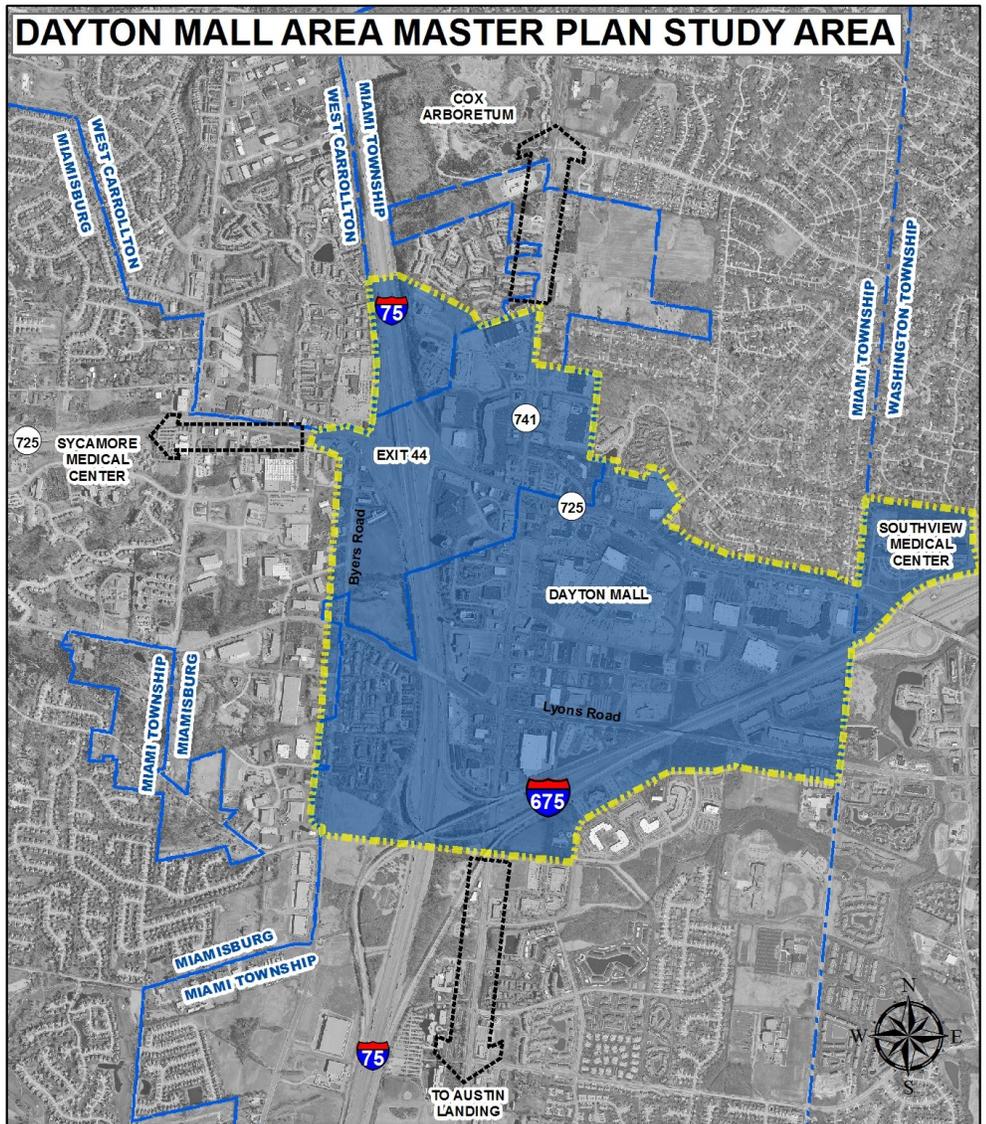


## PLANNING PROJECTS

**Dayton Mall Area Master Plan** – In 2013 the first phase of the process to create a master plan for the area surrounding and including the Dayton Mall was begun. MKSK, a nationally recognized planning and design firm based in Columbus, Ohio was selected to assist in creation of a scope of work for the master plan. The first phase involved a series of meetings with stakeholders in the area to identify key elements for discussion and inclusion in the study process. The scope of work has been further refined into a Request for Proposals that will be released in 2014 to solicit a firm to assist in the second phase of this planning process.

**Austin Landing** – Staff worked extensively with the developers of Austin Landing throughout 2013 as this over 100 acre project continues development. BJ'S Brewhouse and Panera Restaurant are just two of the establishments completed in 2013.

**Bikeway Projects**—Staff worked with Fiver Rivers MetroParks and the Montgomery County TID on planning for the new Medlar Trail and Waldruhe Park Trail. The trails opened to the public on October 31, 2013.



## ROADWAY PROJECTS

**Southland Place** – Project Value: \$330K. This project was completed in 2013 and now connects Frisch's Restaurant and Discount Tire to Prestige Place.

**Wood Road Widening Project** – Project Value: \$1.1 million. Staff participated with the Public Works Department on design during the preliminary phases of this project to widen Wood Road from Crain's Run Road to the Montgomery County/Warrant County line from two to three lanes. Status: Under Construction



## **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 2 meetings in 2013 and heard cases in the following categories:**

- Appeals: 0
- Variances: 1
- Conditional Uses: 1
- 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 10 meetings in 2013 and heard cases in the following categories:**

- Austin Center Development Plan: 1
- Preliminary Development Plan: 3
- Final Development Plan: 9
- Major Modification: 4
- Rezoning Cases: 2

## **ZONING INSPECTIONS**

In 2013 the Zoning Inspector handled approximately 519 direct calls from residents or businesses, issued approximately 270 notices, and handled 26 nuisance abatement proceedings on properties.

# ACTION PLAN FOR 2014

## PLANNING

- Begin Phase II of the Dayton Mall Area Master Plan
- Continue Planning and Work on Austin Landing
- Work with the City of Dayton to Evaluate Long Term Planning Needs for the Dayton Wright Brothers Airport
- Continue Development of Business Directory
- Review Organization of Planning & Zoning Department

## PUBLIC COMMUNICATION/EDUCATION

- Improve Web Site Information to Include Additional Project Information
- Evaluate Opportunities to Accept Permits Electronically
- Complete Update to Records Retention Policy

## ZONING RESOLUTION/MANAGEMENT

- Continue Updates and Reviews of Zoning Resolution

## GIS/DATA MANAGEMENT/MAPPING

- Continue Updates of Ground Coverage and Building Layers
- Explore Methods for Utilizing GIS System to Track TIF and JEDD Properties

## CONTINUING EDUCATION

- Attend National, Regional, and Local Planning Conferences

## 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

Miami Township Planning & Zoning  
2700 Lyons Road  
Miami Township, OH 45342

Phone 937.433.3426

Fax 937.433.8709

[www.miamitownship.com/planning](http://www.miamitownship.com/planning)

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