

BOARD OF TRUSTEES  
MARY MAKLEY WOLFF  
KENDAL A. TRACY  
MARK C. SCHULTE

FISCAL OFFICER  
ERIC C. FERRY

ADMINISTRATOR /  
PUBLIC SAFETY DIRECTOR  
STEPHEN M. KELLY



ADMINISTRATION  
513-248-3725  
513-248-3730 (FAX)  
COMMUNITY DEVELOPMENT  
513-248-3731  
SERVICE DEPARTMENT  
513-248-3728  
POLICE DEPARTMENT  
513-248-3721  
FIRE & EMS  
513-248-3700  
RECREATION  
513-248-3727

## MIAMI TOWNSHIP

6101 MEIJER DRIVE • MILFORD, OH 45150-2189

### RESOLUTION 2025-32

The Board of Trustees of Miami Township, Clermont County, Ohio met in regular session at the Miami Township Civic Center on May 20, 2025, with the following members present: Mark Schulte, Ken Tracy and Mary Makley Wolff.

A motion was made to adopt the following Resolution:

**RESOLUTION AGREEING TO INITIATE AMENDMENTS TO  
THE ZONING RESOLUTION OF MIAMI TOWNSHIP,  
CLERMONT COUNTY, OHIO DECLARING AND  
EMERGENCY AND DISPENSING WITH THE SECOND  
READING**

**WHEREAS**, Ohio Revised Code Section 519.12 provides that an amendment to a township zoning resolution may be initiated by the township board of trustees by resolution; and

**WHEREAS**, on April 7, 2025, the Miami Township Board of Trustees adopted certain policies and procedures to streamline and improve notification for zoning cases, and to implement the notification processes authorized by Ohio House Bill 315 which will improve notification effectiveness while also reducing publication and mailing costs; and

**WHEREAS**, in light of the new policies and procedures adopted, the Miami Township, Clermont County, Zoning Resolution (“MTZR”) now contains obsolete notification requirements which should be revised; and

**WHEREAS**, Exhibit “A” to this Resolution contains proposed revisions to MTZR Chapter 15 (Section 15.06.B.6.c.iv,v and vi) which will update zoning hearing notification requirements to be consistent with the foregoing and include certain other formatting and wording updates; and

**WHEREAS**, the Board of Trustees would like to initiate the process to amend the MTZR so to consider implementation of these proposed amendments.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Miami Township, Clermont County, Ohio as follows:

**SECTION 1:** Pursuant to Ohio Revised Code Section 519.12(A)(1), the Board hereby initiates amendments to the MTZR to be made as provided for in the attached Exhibit A (shown by redline insertions and deletions) which is incorporated herein by reference.

**SECTION 2:** Upon adoption, this Resolution shall be certified to the Miami Township Zoning Commission at its next regularly scheduled meeting for further action in accordance with Ohio Revised Code Section 519.12(A)(2), et seq.

**SECTION 3:** The Board finds and determines that all formal actions relative to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

**SECTION 4:** The Board does hereby dispense with the requirement that this Resolution be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and authorizes the adoption of this Resolution upon its first reading.

**SECTION 5:** This Resolution shall take effect at the earliest period allowed by law.

First Reading: May 20, 2025

Second Reading: Dispensed with

Effective: May 20, 2025

Trustee TRACY made the Motion and it was seconded by WOLFF. On the roll call being called the vote resulted as follows:

Mr. Schulte X

Mr. Tracy X

Ms. Wolff X

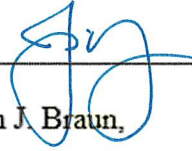
Resolution 2025-32 was adopted May 20, 2025.

**ATTEST:**



Eric C. Ferry, Fiscal Officer

**APPROVED AS TO FORM:**



Joseph J. Braun,

Township Law Director

EXHIBIT "A"

**"R-PUD" RESIDENTIAL PLANNED UNIT DEVELOPMENT**

\* \* \* \* \*

**15.06 APPLICATION AND REVIEW PROCEDURES**

\* \* \* \* \*

**15.06B PROCEDURE . . .**

\* \* \* \* \*

6. Review and Approval of Preliminary Development Plans shall Proceed as follows:
  - a. The Township shall review the required "R-PUD" Preliminary Development Plan and accompanying documents using the procedures, standards, limitations and guidelines set forth in this Chapter. To be considered complete, a Preliminary Development Plan shall identify and provide all the information required under this Section.
  - b. At the time of the filing of an application for review and approval of the "R-PUD" Preliminary Development Plan, the applicant is required to pay the required review fee in accordance with the Township's effective schedule of fees.
  - c. The submittal of the application for an "R-PUD" District and all the required material for review and approval of the Preliminary Development Plan shall proceed as follows:
    - i. Step 1 - The applicant shall submit 18 copies of the Preliminary Development Plan to the Community Development Director.
    - ii. Step 2 - The Community Development Director shall transmit copies of the Preliminary Development Plan and accompanying

documents to the following entities:

- The Township Administrator,
  - The Clermont County Planning Commission and other appropriate county and state review agencies, and
- iii. Step 3 - The Community Development Director shall within thirty (30) days collect reports from the Clermont County Planning Commission and other appropriate review agencies and prepare a staff report and recommendation for the Township Zoning Commission.
- iv. Step 4 - The Township Zoning Commission shall set a time and place ~~and to~~ conduct a public hearing, and provide notice thereof consistent with the Board of Trustees' policy. Notice of such hearing shall be given by the Township Zoning Commission by one publication in one or more newspapers of general circulation in the Township at least fifteen days before the date of such hearing. Written notice of the hearing shall also be mailed by the Zoning Commission by first class mail at least twenty days before the date of the public hearing to all owners of property within the subject site and within two hundred (200) feet in all directions of the subject site.
- v. \*Step 5a - The Zoning Commission's written report to the Board of Township Trustees within thirty (30) days of the hearing meeting held ~~as~~ per ~~\*\*Step 45~~, shall make a recommendation for approval, approval with conditions, or disapproval and shall include the following:
- A statement that the plan is consistent with the intent and purpose ~~of~~ this section.
  - A statement indicating the relationship beneficial or adverse, of the proposed development to the adjacent properties and to the neighborhood in which it is proposed to be established.
  - A statement that present or planned utilities, roadways, and other public services will adequately service the overall development.
  - A statement that the uses permitted in the development plan serve the area, preserve unique topographic, historical, special environmental or other unique features, and/or meet special requirements set forth in the development objectives.
  - Statements that all specific conditions set forth previously in this Chapter are met.

~~[\*Editor's note, "Step 5a" read as "Step 5". \*\*Editor's note, "Step 5" read as "Step 4." See Zoning Cases 446 and 490.]~~

- vi. Step 6 - Upon receipt of the Zoning Commission recommendation, the Township Trustees shall either approve, reject, or modify the recommendation of the Zoning Commission after public hearing. The public hearing shall be conducted by the Township Trustees within 30 days of receipt of the of the Zoning



Commission recommendation and the Trustees shall render a decision consistent with the requirements of the Ohio Revised Code. ~~within 20 days of that hearing notice.~~ Notice of such hearing shall be given consistent with the Board of Trustees' policy. ~~by the Township Trustees by one publication in one or more newspapers of general circulation in the Township at least fifteen days before the date of such hearing. Written notice of the hearing shall also be mailed by the Township Trustees by first class mail at least twenty days before the date of the public hearing to all owners of property within the subject site and within two hundred (200) feet in all directions of the subject site.~~

- vii. Step 7 - If the Township Trustees grant the "R-PUD" Overlay District, the Official Township Zoning Map shall be so modified and appropriately notated for the subject property by adding the prefix "R-PUD" next to the underlying zoning district letter, with ~~dated~~data of approval and case number.

\* \* \* \* \*

