

July 23, 2018

Mr. Harry L. Holbert, Jr.
Zoning Administrator
Sycamore Township
8540 Kenwood Road
Sycamore Township, OH 45236

Attn: Township Trustees and Zoning Commission Boards

Ref: PUD Modification
8812 Montgomery Road, Sycamore Township, OH 45236

Enclosed is the Major Adjustment to a PUD packet, and a check for \$1,000.00, for a modification to Resolution No. 2008-49, dated June 19, 2008 for properties 8764 – 8814 Montgomery Road. This Major Adjustment is for property located on the east side of Montgomery Road between Finley Lane and Miami Avenue at 8810 & 8812 Montgomery Road zoned “OO” Office Development. A copy of this plan will be submitted on July 23, 2018 to the list of agencies provided by the Zoning Commission with a request to send comments to the Zoning Commission by August 3, 2018. Additional applicant responses will be provided to the Zoning Commission by August 8, 2018 or sooner, to meet the timeline of the August 13, 2018, Zoning Commission hearing.

In reference to the Letter of Intent:

- a) The proposed change is for each parcel to be individually zoned “OO” Office Development.
- b) Tract B: 8810 Montgomery Road consists of a vacant single-family residence with a detached garage with a total area of 0.55 acres (22,876 Sq. Ft), with a net area after right of way dedication of 21,476 Sq. Ft.
Tract A: 8812 Montgomery Road consist of an adjacent open lot with a total area of 0.51 acres (22,394 Sq. Ft.), with a net area after right of way dedication of 20,051 Sq. Ft.
- c) The proposed use on Tract A is to construct a new office building and a paved parking lot.
- d) The proposed office building on Tract A, is 4,255 Sq. Ft. single story building with 26 parking spaces to accommodate the expansion of Academic Tutoring LLC’s business relocation from Montgomery Station. The development of this site contains approximately 10,306 square foot of new impervious surface. The site contains 20,051 net square foot, which equates to .58 ISR. The proposed building will be built on piers to reduce the impact to topography and permeability. Surface water collection basin is planned to control the parking lot and roof downspouts. Adjacent to the ROW is a 24 square foot monument sign with a brick or stone base, surrounded by evergreen shrubs and perennials and illuminated by two LED landscape lights. Exterior parking lot lights are shielded down casting LED lights not exceeding 0.5 foot-candles. The ability to dim exterior lighting when the office is closed is

being evaluated. The current wooded eastern perimeter is, and will remain, protected as a buffer.

- e) The parcels surrounding these parcels are “B” Residential to the East, “OO” to the North and South, and “EE” Planned Business Retail to the West.
- f) Tract A and B are “OO” Office Development and the proposed change is to construct an office building for Academic Tutoring, LLC on Tract A.
- g) The proposed office building is designed to blend-in with the surrounding structures. In an effort to reduce having a curb cut for both lots (8812 and 8810), proposed is a single driveway along the shared property lines to accommodate both lots. Upon approval of this zoning request, a driveway easement will be deeded. The current curb cut on Tract B will be abandoned. The office will not use a dumpster; rollaway trash containers are sufficient and will be used. Any exterior mechanicals will be shielded with evergreen shrubs.
- h) Academic Tutoring has been in business for over 20 years. Currently there are two locations (Montgomery Station and Mt. Lookout), serving over 110 students with 20 educators on staff. We are longtime residents of Montgomery and desire to expand our business locally. The proposed office building is adaptable to meet the requirements of Sycamore Township. We look forward to growing our business with you.

Thank you for your consideration.

Best Regards,

Stephen & Amy Hebert