

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

January 15, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Ms. Dauna Armstrong	Mr. John Cohmer
Mr. Jon Branstrator	Mr. Dwayne Dearth
Mr. John Carman	Mr. Matt Purkey
Mr. Bruce Beam	Mr. Robert Thobaben
Mr. Mike McCarty	

The Commission attained a quorum.

A motion to approve the agenda by Mr. Matt Purkey, seconded by Mr. John Cohmer and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the December 18, 2018 RPC meeting were presented and approved by motion from Mr. Robert Thobaben, seconded by Ms. Dauna Armstrong and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and two invoices for logo design work and travel reimbursement were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Mr. Matt Purkey and a roll call vote: 9 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-01: Request to Rezone

Requested Zoning Change from I-2 to C-1 at Parcel # 240021208000000 (Application #2019-01) in Richland Twp., presented by Executive Director Mr. Taylor Stuckert and applicant Mr. John Surber as representative of 6831 Property, LLC. Mr. Surber gave an overview of the property history, which has always been used as an office and is currently vacant. Executive Director Mr. Taylor Stuckert noted that the property was likely rezoned to I-2 when the county was rezoned since it is surrounded mostly by industrial uses, and that given its size of one acre and the requirements of I-2 zoning, its use is very limited. Mr. Surber stated he has an interested buyer whose proposed use would fall under C-1 zoning. Mr. Stuckert illustrated that with the surrounding industrial zones and commercial zoning across the road, the rezoning would not conflict with surrounding zones and uses and would fit the area plan. Discussion followed.

A rezoning recommendation to Rural Zoning Commission to approve the request was approved by motion from Mr. Bruce Beam, seconded by Mr. John Cohmer and a roll call vote: 8 yea, 0 nay, 1 abstention.

Resolution 2019-01: HealthFirst Grant Support for Rec Center Feasibility Study

Mr. Taylor Stuckert presented that the CCRPC received a \$7,500 grant from HealthFirst Clinton County to support the on-going feasibility study of a rec/wellness center to serve the county. Mr. Stuckert presented the resolution as being similar to the one approved last year to support the study with additional language related to the HealthFirst grant, and authorizing the executive director to provide an additional \$7500 in support of the costs for the feasibility study. A motion was made to approve Resolution 2019-01 authorizing the Executive Director, on behalf of the CCRPC, to provide \$7500 towards the costs of the rec center feasibility study by Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 8 yea, 0 nay, 1 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. John Cohmer at approx. 7:49 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

**Minutes for the
CLINTON COUNTY REGIONAL PLANNING COMMISSION
OR THE EXECUTIVE COMMITTEE**

February 4, 2019

CCRPC Office, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 5:30 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Robert Thobaben
Mr. Jon Branstrator
Excused: Michelle Morrison

The Commission attained a quorum.

A motion to approve the agenda by Associate Vice Chair John Cohmer, seconded by Secretary Bob Thobaben and a voice vote: 4 yea, 0 nay, 0 abstention.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the past meeting will be approved at the next monthly RPC meeting.

NEW BUSINESS

Request to pay invoices for the following: UC Co-Op and APA National Planning Conference reimbursement. A discussion followed on the nature of the invoices. Payment of the invoices was approved by motion from Associate Vice Chair Mr. John Cohmer, seconded by Treasurer Mr. Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

Executive Director Mr. Taylor Stuckert presented project travel costs for the national conference in San Francisco. Discussion followed with a review of how to process travel expenditures. A motion to approve the creation of a purchase order for travel to the national APA conference in San Francisco was made Secretary Mr. Robert Thobaben, seconded by Associate Vice Chair Mr. John Cohmer and a roll call vote: 4 year, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission concluded by motion from Associate Vice Chair Mr. John Cohmer at approx. 5:38 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

February 19, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Ms. Dauna Armstrong
Mr. Ryan Bowman
Mr. John Carman
Ms. Ruth Brindle
Mr. Mike McCarty

Mr. John Cohmer
Mr. Dwayne Dearth
Mr. Matt Purkey
Mr. Robert Thobaben
Mr. Brook Edwards

Mr. Dean Hawk
Mr. James Myers
Mr. Donald Spurling

The Commission attained a quorum.

A motion to approve the agenda by Mr. Robert Thobaben, seconded by Mr. Donald Spurling and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the January 15, 2019 RPC meeting were presented and approved by motion from Mr. Matt Purkey, seconded by Mr. Dean Hawk and a voice vote: all yea. Minutes of the February 4, 2019 RPC executive committee meeting were presented and approved by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and five invoices for travel reimbursement, travel costs to the National APA conference, and website costs were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. James Myers, seconded by Mr. John Carman and a roll call vote: 13 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-06: Site Plan Review—Cross Development/Dollar General

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2019-06) for a proposed development on US 22/3 in Union Township, presented by the Josh Allen and Andrew Zofkie of Cross Development. The applicant provided an overview of the submitted plans for a new Dollar General Store located on 22/3 just west of the Wilmington at 2783 SR 22/3.

The applicants stated the store will be 9,100 square feet with the widest side of the building facing the road with a masonry façade. The applicant also stated that they will be leaving as many trees as possible and providing new landscaping as well as a new six-foot privacy fence. Mr. Robert Thobaben asked about external lighting affecting the neighboring property, to which the applicant shared a photometric plan showing light limited to the property. Mr. James Myers stated that there is a lot of traffic coming from Bible Baptist Church across the street. Mr. Allen responded that they are aware of the traffic and have aligned the driveway to be directly across the street.

Executive Director Mr. Taylor Stuckert noted that the applicant is still awaiting approvals from the Ohio Environmental Protection Agency for the on-site septic and from the Ohio Department of Transportation's final approval of the proposed development, but that they have received approvals from the Clinton County Engineer's Office for storm water review. Mr. Stuckert recommended any approval be contingent on these two items being completed.

A motion was made to approve the site plan as presented contingent upon final approvals from the OEPA and ODOT as confirmed by the Executive Director by Mr. Brook Edwards, seconded by Ms. Dauana Armstrong, and a roll call vote: 12 yea, 0 nay, 1 abstention.

EXECUTIVE DIRECTOR'S REPORT

During his report, Executive Director Mr. Taylor Stuckert recognized Mr. Donald Spurling on his service to the CCRPC as he announced that evening that he will be stepping down from his position as representative to Midland.

With no further business to conduct, the Commission concluded by motion from Mr. Matt Purkey at approx. 7:54 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

March 19, 2019

City Council Chambers, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 6:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Ms. Dauna Armstrong	Ms. Michelle Morrison
Mr. Ryan Bowman	Mr. Dwayne Dearth
Mr. John Carman	Mr. Matt Purkey
Ms. Ruth Brindle	Mr. Dean Hawk
Mr. Mike McCarty	Mr. James Myers

The Commission attained a quorum.

A motion to approve the agenda by Mr. James Myers, seconded by Mr. Matt Purkey and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the February 19, 2019 RPC meeting were presented and approved with one amendment by motion from Mr. James Myers, seconded by Ms. Dauna Armstrong and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and seven invoices for travel reimbursement, conference reimbursement, office supplies, safe routes engineering, business cards, ESRI renewal, and Adobe Renewal were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Ms. Michelle Morrison, seconded by Ms. Ruth Brindle and a roll call vote: 10 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-07: PUD Amendment, Alkermes, Inc.

PUD Amendment to PUD-02 on Olinger Circle in Union Township, presented by Mr. Thomas Seener on behalf of the applicant Alkermes, Inc. Mr. Seener provided a powerpoint presentation of the proposed modifications to the existing PUD. Mr. Seener noted that they will be maintaining all the aspects of the approved PUD and would like to add several areas of new development attached to the existing main building. Discussion followed the presentation. Mr. Taylor Stuckert recommended approval of the proposed changes to the PUD. Mr. Stuckert also added that would like to see the traffic study completed for the proposed site development with the City of Wilmington. Mr. Seener agreed that the study should move forward. The PUD amendment and adoption of minor modifications was approved by motion from Mr. James Myers, seconded by Mr. Matt Purkey and a roll call vote: 9 yea, 0 nay, 1 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. John Carman at approx. 6:32 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

April 17, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Ryan Bowman
Mr. Jon Branstrator
Mr. John Carman
Ms. Ruth Brindle
Mr. Mike McCarty

Ms. Michelle Morrison
Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Dean Hawk
Mr. Brook Edwards

Mr. Robert Thobaben

The Commission attained a quorum.

Executive Director Mr. Taylor Stuckert noted that one item, "Review of Job Description," was added to the agenda. A motion was made to approve the amended agenda by Mr. Robert Thobaben, seconded by Mr. John Carman and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the March 19, 2019 RPC meeting were presented and approved by motion from Ms. Michelle Morrison, seconded by Mr. Dean Hawk and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and three invoices for travel reimbursement, conference reimbursement, and co-op invoice were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Mr. Jon Branstrator and a roll call vote: 11 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-08: Access Management—Cross Development/Dollar General

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2019-08) for the allowance of driveway separation of 350' down from the required 495' and intersection distances of 140' and 275' down from 610' on State Route 350 in Washington Township presented by the applicant Mr. Andrew Zofkie of Cross Development. Mr. Zofkie went over the application documents showing the proposed subdivision and the access limitations. The property owner, Mr. Mark Ostermeier also spoke about the context leading up to the proposed development. Following this, Executive Director Mr. Taylor Stuckert presented his staff findings on the application request. Mr. Stuckert noted the traffic count data provided by ODOT at the proposed site has observed increases in recent years and that it would be expected for a commercial driveway to increase those traffic counts. In addition, Mr. Stuckert stated that he did not feel that there was sufficient evidence supporting the applicant's request meeting the required criteria for the variance. Mr. Stuckert said there were no physical or topographical conditions unique to the site nor was there a

hardship that was not self-created. In addition, Mr. Stuckert felt that allowing the variance would endanger public safety and hinder the proper operation of the road.

Discussion continued amongst commissioners. Mr. Robert Thobaben asked about drainage from the site and whether grading changes would need to be made, which the applicant confirmed would be. Ms. Michelle Morrison asked about the history of the traffic ramps and the intersection. Mr. Ryan Bowman stated his concerns about traffic coming off of State Route 350 on to the ramp towards US 68. Mr. Brook Edwards shared similar concerns and asked about expected traffic generation to the store. Mr. Zofkie stated that they would expect to see an increase, but that most of the traffic would pull from existing traffic passing the area. Mr. Mike McCarty asked if the applicant has considered other sites to which Mr. Zofkie stated that this was the lot they were considering. The property owner, Mr. Ostermier stated that this site was practically a separate lot as it is. Mr. Stuckert stated that he agreed that the lot appears separate, but that the access issues are still relevant. Mr. Robert Thobaben stated that he is concerned about the precedent the request could set given the lack of evidence supporting a variance. A member of the public, Mr. Jim Finnegan spoke in favor of the application and questioned the specifics of the variance requirements. Mr. Stuckert replied that he understood the general sentiments, but felt that the adverse effects on public safety, and the lack of evidence demonstrating the criteria being met were relevant concerns.

The request for variance was denied by motion from Mr. Brook Edwards, seconded by Mr. Robert Thobaben and a roll call vote: 10 yea, 0 nay, 1 abstention.

Maintenance Updates to the Clinton County Subdivision Regulations 2019

Executive Director Mr. Taylor Stuckert presented a report on proposed amendments to the Clinton County Subdivision Regulations per Section 300.09 and 300.10 of said regulations. Mr. Stuckert discussed the amendments being proposed, which address the need for the CCRPC to respond to vacated platted lots per repeals of 711.25, 711.26, and 711.27 of the Ohio Revised Code, which relate to vacation of lots not within municipalities. Mr. Stuckert stated that this will require replat submissions be made, which he felt should not warrant Major Subdivision review unless over 5 lots. Mr. Stuckert proposed making these requests eligible for administrative review instead similar to a Minor Subdivision Review.

The report and staff recommendations were approved by motion from Ms. Ruth Brindle, seconded by Mr. Ryan Bowman and a roll call vote: 11 yea, 0 nay, 0 abstention.

Application Fees Update 2019

Following the proposed modifications to the Major Subdivision Regulations, Mr. Taylor Stuckert presented a staff recommendation to offer a reduced fee for these replats as they would not require as much staff review as a major subdivision replat. Mr. Stuckert recommended reducing the fee from \$500 + \$25 per lot to \$200 + \$25 per lot. The amendment to the fee schedule was approved by motion from Mr. John Cohmer, seconded by Mr. Jon Branstrator and a roll call vote: 11 yea, 0 nay, 0 abstention.

Resolution 2019-02: Fund Transfer

Mr. Taylor Stuckert presented Resolution 2019-02 a request to transfer additional funds from the reserve to the Staff Salary line. Mr. Stuckert stated that Mr. Stephen Crouch, Associate Director, would be leaving his position at the end of July, but that it would be ideal to start the hiring process now for his replacement to capture potential new graduates and to provide time for on-boarding. The funds would provide enough salary for the two months transition. Resolution 2019-02 was approved by motion from Ms. Michelle Morrison, seconded by Ms. Ruth Brindle and a roll call vote: 11 yea, 0 nay, 0 abstention.

Job Description: Associate Planner (Planner II)

Mr. Taylor Stuckert presented the job description for the job vacancy created by Mr. Crouch for approval from the commission per the CCRPC bylaws Section 6.02. The presented job description was approved by motion from Mr. John Carman, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

Under the Executive Director's Report Mr. Samuel Rees, University of Cincinnati Co-Op presented his sidewalk prioritization study on Blanchester and Wilmington. This was Mr. Rees's final CCRPC meeting.

With no further business to conduct, the Commission concluded by motion from Mr. John Carman at approx. 8:34 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

May 21, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Matt Purkey
Mr. James Myers
Mr. John Carman
Ms. Ruth Brindle
Mr. Mike McCarty

Ms. Michelle Morrison
Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Dean Hawk
Ms. Dauna Armstrong

Mr. Robert Thobaben

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. John Cohmer, seconded by Mr. Robert Thobaben and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the April 17, 2019 RPC meeting were presented and approved by motion from Mr. Dean Hawk, seconded by Mr. Robert Thobaben and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and five invoices for travel reimbursement, website costs reimbursement, chamber luncheon, annual report printing costs, and BZA workshop consultant were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer and a roll call vote: 10 yea, 0 nay, 1 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-13: Site Plan Review—INI Storage Larry Six

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2019-13) for a proposed development on SR72 in Wilson Township, presented by the Mark Lewis on behalf of the applicant INI Storage Larry Six. The applicant provided an overview of the submitted plans for a new set of personal, self-storage units.

The applicants stated that the trucking business on site is declining and so they are attempting to diversify by exploring self-storage, and that this was a "test" of sorts. Per the presented plans, total new development measures 100'x10' and each unit is 9'x7'. Executive Director Mr. Taylor Stuckert noted that the property is appropriately zoned and that the small size of the development did not trigger reviews by other agencies, and that staff recommendation would be to approve the application.

Discussion followed from the board with questions on whether there would be any new paving, which the applicant stated there would not be and about the scope and size of the development.

A motion was made to approve the site plan as presented by Ms. Michelle Morrison, seconded by Mr. James Myers, and a roll call vote: 10 yea, 0 nay, 1 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. John Cohmer at approx. 7:40 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

**Minutes for the
CLINTON COUNTY REGIONAL PLANNING COMMISSION
OR THE EXECUTIVE COMMITTEE**

May 24, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 3:00 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Robert Thobaben

Excused: Ms. Michelle Morrison, Mr. Jon Branstrator

The Commission attained a quorum.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the past meeting will be approved at the next monthly RPC meeting.

NEW BUSINESS

The commissioner heard from three applicants for second round interviews: Nathan Baker, Melika Ghaavas, and Elizabeth Dakin. Each of the applicants were ranked by the executive committee members as well as staff. After tallying the rankings, Elizabeth Dakin scored the highest. A motion was made by Mr. Robert Thobaben to recommend the position of Associate Planner to Elizabeth Dakin and authorize the Executive Director to provide an offer within budget, seconded by Mr. John Cohmer and a voice vote: all yea.

With no further business to conduct, the Executive Committee of the Commission concluded by motion from Associate Vice Chair Mr. John Cohmer at approx. 4:57 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

**Minutes for the
CLINTON COUNTY REGIONAL PLANNING COMMISSION
OR THE EXECUTIVE COMMITTEE**

July 1, 2019

CCRPC Office, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 6:00 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Robert Thobaben
Mr. Jon Branstrator
Excused: Michelle Morrison

The Commission attained a quorum.

A motion to approve the agenda by Mr. Robert Thobaben, seconded by John Cohmer and a voice vote: 4 yea, 0 nay, 0 abstention.

MINUTES FROM THE PREVIOUS MEETING

A motion was made by Mr. Jon Cohmer to approve the minutes from the previous Executive Committee meeting, seconded by Mr. Jon Branstrator and a voice vote: all yea

NEW BUSINESS

Request to pay invoices for the following: Office Supplies, rec center feasibility study consultant, and business cards. A discussion followed on the nature of the invoices. Payment of the invoices was approved by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer and a roll call vote: 4 yea, 0 nay, 0 abstention.

Executive Director Mr. Taylor Stuckert presented Resolution 2019-03 regarding transferring funds for Leadership Clinton 2019 program for Elizabeth Dakin. A motion to approve Resolution 2019-03 was made by Mr. John Cohmer, seconded by Mr. Robert Thobaben and a roll call vote: 4 year, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission concluded by motion from Mr. John Cohmer at approx. 6:12 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

July 16, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Brook Edwards
Mr. James Myers
Mr. John Carman
Ms. Ruth Brindle
Mr. Jim Fife

Ms. Michelle Morrison
Mr. Dwayne Dearth
Mr. Ryan Bowman
Mr. Dean Hawk
Mr. Robert Thobaben

Mr. Jon Branstrator

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. Robert Thobaben, seconded by Mr. John Carman and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the May 21, 2019 RPC meeting were presented and approved by motion from Mr. James Myers, seconded by Ms. Michelle Morrison and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and one invoices for travel reimbursement were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. James Myers, seconded by Ms. Ruth Brindle and a roll call vote: 11 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-18: Site Plan Review—Laurel Oaks Campus

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2019-18) for a proposed development on Airborne Road in Union Township, presented by the Dwayne Boso, MSA Architects on behalf of the applicant Great Oaks. Mr. Boso gave an overview of each of the components of the submitted plans provided as part of the application. Mr. Boso stated that the applicant is looking to add two new structures ovetop existing structures to fully contain the main part of the campus, which currently is partially open-air and requires students transferring between buildings and using multiple entry points.

Mr. Robert Thobaben asked about internal traffic flow as it pertains to emergency vehicles and stated that he had concerns about tight turns for those vehicles, and asked if the Oak Drive entrance would remain open. Mr. Boso stated that they have considered those issues with emergency vehicles and is confident that this is adequate for internal flow and that the gate on Oak Drive will remain along with the curb cut. Mr. Dwayne Dearth asked about security concerns on the

campus, to which Mr. Boso responded that the plans presented will alleviate many of the security concerns caused by multiple access points to the school.

Mr. Boso stated that the applicant would like to be able to re-utilize the existing signage on the site, which may have received previous variances. Following this, Mr. Boso presented on the changes to impervious surface areas, water lines to be removed per the discussions with the City of Wilmington, and an overview of the landscaping plans. Mr. Boso said the project is expected to be fully completed by the Fall of 2021.

Executive Director Mr. Taylor Stuckert said that he has reviewed plans and spoken with relevant agencies. Mr. Stuckert said that the Engineer's Office has provided a letter approving the stormwater management plans, which he passed around. Mr. Stuckert said there are still pending approvals from the City of Wilmington regarding the new access on Airborne Road and zoning variances that will be required due to setbacks being proposed that do not conform in a couple areas on the plans. Mr. Stuckert said that staff recommends approving the site plan as presented contingent upon final approval of access from the City of Wilmington, Zoning setbacks from the County Board of Zoning Appeals, and final Signage approval from the County Building and Zoning Department and/or the Board of Zoning Appeals.

A motion was made to approve the site plan, with the contingencies listed by the Executive Director by Mr. Brook Edwards, seconded by Mr. Ryan Bowman, and a roll call vote: 11 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

In his report to the Commission, Executive Director Mr. Taylor Stuckert noted that he has received the letter of resignation from Associate Director Mr. Stephen Crouch, who will be leaving his position on Friday, July 19th, 2019. Mr. Stuckert introduced Ms. Elizabeth Dakin, Associate Planner, who will be replacing Mr. Crouch.

With no further business to conduct, the Commission concluded by motion from Mr. John Carman at approx. 8:21 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

August 20, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Matt Purkey
Mr. James Myers
Mr. John Carman
Mr. John Cohmer
Mr. Jim Fife

Ms. Michelle Morrison
Mr. Dwayne Dearth
Mr. Ryan Bowman
Mr. Dean Hawk
Mr. Robert Thobaben

Mr. Jon Branstrator
Mr. Mike McCarty

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. John Cohmer, seconded by Mr. John Carman and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the July 1, 2019 Executive Committee Meeting and the July 16, 2019 RPC meeting were presented and approved by motion from Mr. James Myers, seconded by Mr. Dean Hawk and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and five invoices for travel reimbursement, conference registration, ESRI GIS software, Fellows admin, and CCLI class were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Mike McCarty, seconded by Mr. Robert Thobaben and a roll call vote: 12 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-21: Site Plan Review—Energy Pellets of America/Ramar Land Corporation

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2019-21) for a proposed development on US 22/SR 3 in Union Township, presented by the Ron Decker, Decker and Associate Architects on behalf of the applicant Ramar Land Corporation. Mr. Decker gave an overview of the proposed 80 feet by 80 feet (6400 sq.ft.) building that will be used to store equipment. Mr. Decker stated that the structure will be behind the public-facing buildings and will not be seen from the road. Mr. Dwayne Dearth asked what the future plans were for the space, and if it would expand, to which Mr. Decker responded that he did not know those plans.

Executive Director Mr. Taylor Stuckert said that he has reviewed plans and spoken with relevant agencies. Mr. Stuckert said that the Engineer's Office does not require a stormwater review on a building of this size. Mr. Stuckert stated to the applicant that they will need to ensure that the spacing from the property line and adjacent structures conforms to the zoning requirements. Mr. Decker assured that it would be conforming. Mr. Stuckert said that staff recommends approving the site plan as presented.

A motion was made to approve the site plan by Mr. Robert Thobaben, seconded by Mr. Matt Purkey, and a roll call vote: 11 yea, 0 nay, 1 abstention.

2020 Clinton County Regional Planning Commission Revenue Projections

Executive Director Mr. Taylor Stuckert presented the 2020 CCRPC Revenue projections for the board to approve. Mr. Stuckert noted that revenues in 2019 have already exceeded last year's projection, and that 2020 would be projected just about the same.

A motion to approve the 2020 CCRPC Revenue Projections was made by Mr. James Myers, seconded by Mr. John Cohmer and a roll call vote: 12 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

During the Executive Director's Report, Mr. Stuckert invited Mr. Mark Ostermeier from the audience to speak. Mr. Ostermeier stated that he was informed of a discussion regarding the Dollar General/Cross Development variance appeal. Mr. Stuckert stated that he was misinformed as the case has been appealed and is in Common Pleas. Mr. Ostermeier proceeded to discuss the issues and some of his thoughts on the matter. Mr. Stuckert re-stated the CCRPC's position on variance requests and that he was in discussion about the topic with Cross Development.

With no further business to conduct, the Commission concluded by motion from Mr. Robert Thobaben at approx. 7:53 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

September 17, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:05 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Mike McCarty	Mr. Jon Branstrator
Mr. James Myers	Mr. Dwayne Dearth
Mr. John Carman	Mr. Robert Thobaben
Ms. Ruth Brindle	Mr. John Cohmer
Mr. Jim Fife	

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. James Myers, seconded by Mr. John Cohmer and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the August 20, 2019 RPC meeting were presented and approved by motion from Mr. Mike McCarty, seconded by Mr. Robert Thobaben and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoice for lunch/learn registration were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. John Cohmer, seconded by Mr. Jon Branstrator and a roll call vote: 8 yea, 0 nay, 1 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-22: Access Management—Patrick Bates, Marion Township

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2019-22) for the allowance of driveway separation of 225' down from the required 300' minimum driveway spacing restriction presented by the applicant's counsel, Mr. John Porter. Mr. Porter went over the application documents showing the proposed lot split or 5 acres from the existing 53.450 lot, leaving a remainder of 48.45 acres and driveway access. Mr. Porter said that the 5-acre lot split from the total acreage for the property is main impetus for the request so that the homeowner could get better financing on the house and residential acres. Mr. Porter noted that though the property owner plans to farm the property for the foreseeable future, that after Mr. Bates is deceased, he would like his wife to have options in selling the split piece of land. The property owner, Mr. Patrick Bates, spoke about how he did not know the regulations before his house was built and he was not notified until after he received his survey. Mr. Porter and Mr. Bates pointed out that they do not see a safety concern with the driveway and said that Mr. Bates cannot get an address for the second parcel without the variance which limits what Mr. Bates can do with his property.

Following this, Executive Director Mr. Taylor Stuckert presented his staff findings on the application request. Mr. Stuckert noted that from a zoning perspective, the request would not be inconsistent with area zoning, and that he has seen similar

requests to split a house from a large amount of acreage. In addition, Mr. Stuckert stated that he did not feel that there was sufficient evidence supporting the applicant's request meeting the required criteria for the variance. Mr. Stuckert share a letter from the Engineer's Office that noted that there is not an expected, imminent issue of safety from the lot split. However, citing Section 4.02 of the Clinton County Access Management Regulations, Mr. Stuckert noted that there are seven (7) total criteria that must be met. According to Mr. Stuckert, the applicant failed to meet at least three of these: (C) not granting the variance would deny all reasonable access, (D) the hardship was not self-created, and (E) all feasible access options except granting a variance have been considered. Mr. Stuckert noted that the Engineer's Department had informed the previous owner of the access issue and that the lot could not be split without a variance, which they chose not to pursue.

Discussion followed amongst commissioners. Mr. Robert Thobaben asked about whether the owner should be made aware that the variance has never been in front of a board before, to which Mr. Stuckert said that there is an expectation of a buyer to be aware of any all such issues related to a property. Mr. Mike McCarty stated that safety is his number one concern and asked if it were safe and also brought up the proximity of other driveways to each other and asked if this would be the only exception. Mr. Stuckert replied that access management was adopted before the house was built and that they must consider the unique characteristics of a site and not necessarily consider pre-existing patterns on the street—that the regulations focus on the future and not the past. He further explained that the regulations were put in place to encourage new developments in a safe manner as traffic and population density has grown to exceed the capacity of the curb cuts. Mr. Jim Fife asked if by granting the variance it would set a precedent because they gain an additional lot. Mr. Stuckert responded that he felt that it could set a precedent given the lack of unique characteristics on the site that align with the required criteria and justify the variance. Mr. Stuckert stated that the main issue is that there is a mechanism for splitting lots that do not conform to the rules and that the reason for not choosing that is a self-created hardship. An exempt lot can be used for a future subdivision or an adjacent property owner can purchase the lot. Mr. Porter pointed out that they would still have additional traffic with a subdivision. Mr. Stuckert said that in the subdivision approval process they can assess the situation when it arises and implement traffic devices such as a turn lane or a traffic management signage at that point which would manage the increase in traffic.

Mr. Porter asked where the line was drawn for distance between driveways. Mr. Stuckert said the state 300 ft. in the regulations is the line. Mr. Dwayne Dearth asked if the driveway was just dropping a ditch in and putting gravel down over top. Mr. Bates responded that it would be proposed for future access as they are just trying to get the property split off. Mr. Dwayne Dearth said that he had been past the area and did not see any safety concern for the proposed access. Mr. Stuckert replied that safety was not the issue, but is also not the only criteria in examining the request. Mr. Dwayne Dearth commented that the lot would be useless without the variance. Mr. Stuckert said that they would still be able to farm it, it could be developed in the future, and it can be transferred between adjacent property owners, so it would not be considered useless. Mr. Bob Thobaben asked if the previous owner's denial from the engineer's department carried any weight. Mr. Stuckert said that the previous owner wanted to do the same thing as the current owner and he was told that he couldn't – he was only pointing out what happened historically. No additional questions.

The request for variance was denied based on not meeting the criteria by motion from Mr. Robert Thobaben, seconded by Ms. Ruth Brindle and a roll call vote: 6 yea, 3 nay, 0 abstention.

2020 Nominating Committee

Dwayne Dearth and John Cohmer volunteered to leading the nomination committee.

A motion was made to approve the 2020 Nominating Committee by Mr. James Myers, seconded by Mr. John Carman and a voice vote: all yea.

EXECUTIVE DIRECTOR'S REPORT

In his report to the Commission, Executive Director Mr. Taylor Stuckert gave an update on the Land Bank and Joint Recreation District and mentioned a webinar that he was panelist for on US –Japan Resilient Rural Communities; the Ohio Land Bank Conference coming up in September; the OH APA Presentation in October; and the 2019 Home of Future Thinking Conference. Associate Planner Ms. Elizabeth Dakin gave an update on Age Friendly Clinton County.

With no further business to conduct, the Commission concluded by motion from Mr. Robert Thobaben at approx. 8:12 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

October 15, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Bruce Beam
Mr. John Carman
Mr. John Cohmer
Mr. Dwayne Dearth
Mr. Brook Edwards

Mr. Jim Fife
Mr. Dean Hawk
Mr. Mike McCarty
Mr. James Myers
Mr. Matt Purkey

Mr. Robert Thobaben

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. John Cohmer, seconded by Mr. Robert Thobaben and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the September 17, 2019 RPC meeting were presented and approved by motion from Mr. Matt Purkey, seconded by Mr. Mike McCarty and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoice for travel reimbursement and office supplies were presented by Executive Director Mr. Taylor Stuckert. (Mr. Brook Edwards left the meeting at 7:58PM, prior to the vote on the financial report). The financial statement and bills were approved by motion from Mr. John Carman, seconded by Mr. Mike McCarty and a roll call vote: 10 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2019-25: Replat – Benjamin Cocks Subdivision

Request to replat pursuant to the Clinton County Subdivision Regulation (Application 2019-25) for lot 7 of Eastland Meadows to be combined with the 33.246-acre lot to the north presented by Brian Gallagher, P.S. Mr. Taylor Stuckert explained that the application show the plat being named Benjamin Cocks Subdivision, but that it should be changed to Eastland Meadows, which is the name of the subdivision that lot 7 is from. He explained further that the new lot would then be lot 29 of Eastland Meadows and that lot 7 is the only lot permitted to accommodate a future street for a possible future subdivision extension per the Protective Covenants and Restrictions in place. Mr. Gallagher stated that lot 7 would be the entryway to the lot.

Mr. Stuckert then stated that the zoning is Agriculture –Residential Transition District (A-3) in the Green Township portion and unzoned in that Clark Township. Mr. Stuckert made the recommendation that the replat be approved before opening

it up for questions. Mr. Robert Thobaben asked if there were plans to put in a road there and asked what the miles per hour would likely be. Mr. Gallagher said that they did plan to put a road there and it would likely be 35 miles per hour at most. Mr. John Carman asked if the owner had any plans with it. Mr. Gallagher said that the owner planned to give it to his grandson and it might possibly turn into a subdivision in the future. Mr. Thobaben asked when the original 28 lots were created. Mr. Stuckert said that they were created in 2007.

The request for replat was approved contingent upon following the recommendation that the lot be numbered "29" and named as a replat of Eastland Meadows Subdivision by motion from Mr. Robert Thobaben, seconded by Mr. John Carman and a roll call vote: 11 yea, 0 nay, 0 abstention.

Application 2019-23: Preliminary Plat – Todd's Fork Estates

Request for approval of a preliminary phase of Todd's Fork Estates pursuant to the Clinton County Subdivision Regulations (Application 2019-23) for a residential subdivision presented by Mr. Bill Peelle. Mr. Stuckert stated that the applicant, just prior to the meeting, had revised the preliminary plat to have 49 lots instead of 50 because a smaller lot was combined with another lot, but that it did not change anything substantial from what was already submitted. Mr. Peelle explained that the property owner is keeping some of the land for possible future development. Mr. Peelle also mentioned entrances and exits that will be available or potential and that all residential lots have passed through Technical Review Committee without any concern. Mr. Stuckert said that following discussion at the Technical Review Committee, it was thought that could be another connection to the north without affecting lot count, which would provide future connections to potential future phases. The applicant stated that they would not have an issue following these recommendations.

Mr. Stuckert went through the Clinton County Engineer's letter of recommendations and comments and pointed out that there is a discussion item for the developers regarding the logical direction of a roadway on the plat based on the vicinity and the topographical map but also it would not decrease the amount of lots either but provide more means of entrance and egress. Mr. Stuckert also mentioned that the health department requires looking at the lots individually later in the process to make sure they meet septic requirements, however, they did not see any issues with being able to get septic on any of the lots. Mr. Robert Thobaben asked if the site would drain to Todd's Fork or Dean's Creek. Mr. Peelle said that it would drain to Todd's Fork. Mr. Stuckert then stated that once they get to the final plat, they would go through a soil analysis. Mr. John Carman asked if anyone had looked at the FEMA floodplain maps. The applicant had stated that they would be putting a pond in for drainage. Mr. Stuckert showed a map of the 100-year floodplain, which showed that the development would not be affected and the area would be enrolled in ditch maintenance by the time it gets to final plat.

Mr. Jim Fife stated that item 5 noted that Adams Township was good with the preliminary plat, however, the engineer's office had some concerns. Mr. Stuckert said that Mr. Adam Fricke from the Clinton County Engineer's Office had attended the Adams Township Trustees meeting requesting the developer improve the berm on Todd's Fork Road. Mr. Stuckert said that the trustees did not feel strongly about requiring certain improvements, but that the subdivision regulations required certain improvements be made. Mr. Stuckert said that he will discuss the matter further with the Engineer's Office and the Adams Township Trustees prior to the next phase of the plat.

A motion was made to approve the preliminary plat following the recommendations from the Clinton County Engineer's Office by motion from Mr. Robert Thobaben, seconded by Mr. John Carman and a roll call vote: 11 yea, 0 nay, 0 abstention.

Executive Session

Pursuant to Section 121.22 G (3) of the Ohio Revised Code

A motion was made to adjourn into the executive session pursuant to RC 121.22 g (3) to discuss a pending legal matter by Mr. Matt Purkey, seconded by Mr. John Carman and a voice vote: all yea.

A motion was made to exit the executive session pursuant to RC 121.22 g (3) to discuss a pending legal matter by Mr. Matt Purkey, seconded by Mr. John Cohmer and a voice vote: all yea. (Mr. Brook Edwards had departed from the executive session and the meeting at 7:58PM and did not vote to exit the executive session).

EXECUTIVE DIRECTOR'S REPORT

In his report to the Commission, Executive Director Mr. Taylor Stuckert gave an update on the Land Bank, Joint Recreation District, the OH APA Presentation that occurred in October, mentioned the O4A Conference that will be occurring later in October, and the 2019 Home of Future Thinking Conference. He also stated that he is working on the 2020 work plan ideas and requested the members of the Regional Planning Commission give input on what they would like to see done. Associate Planner Ms. Elizabeth Dakin gave an update on Age Friendly Clinton County.

With no further business to conduct, the Commission concluded by motion from Mr. John Cohmer at approx. 8:39 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

**Minutes for the
CLINTON COUNTY REGIONAL PLANNING COMMISSION
OR THE EXECUTIVE COMMITTEE**

October 24, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 12:38 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth
Ms. Michelle Morrison
Mr. Robert Thobaben
Mr. Jon Branstrator
Excused: Mr. John Cohmer

The Commission attained a quorum.

A motion to approve the agenda by Mr. Robert Thobaben, seconded by Mr. Jon Branstrator and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes from the previous CCPRC Regular Meeting will be approved at the November CCRPC Regular Meeting

NEW BUSINESS

A motion to adjourn into executive session with the Executive Director pursuant to R.C. 121.22(g)(1) to consider the dismissal of a public employee was made by Mr. Robert Thobaben, seconded by Mr. Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

A motion to exit executive session with the Executive Director pursuant to R.C. 121.22(g)(1) to consider the dismissal of a public employee was made by Mr. Robert Thobaben, seconded by Mr. Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

Executive Director Mr. Taylor Stuckert shared a recommendation letter with committee a recommendation that discussed concerns related to job performance, an effort to remedy these concerns through a Performance Improvement Plan, and an ultimate recommendation that the employee, Ms. Elizabeth Dakin be terminated, effective immediately. A motion was made to terminate the employment of Ms. Elizabeth Dakin, effective immediately, following the recommendation by Executive Director Mr. Taylor Stuckert by Ms. Michelle Morrison, seconded by Mr. Robert Thobaben and a roll call vote: 4 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben at approx. 1:15 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

November 19, 2019

Community Room, Wilmington Municipal Building, 69 N. South Street, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Bruce Beam
Mr. James Myers
Mr. John Cohmer
Mr. Dwayne Dearth
Mr. Jon Branstrator

Mr. Jim Fife
Mr. Dean Hawk
Mr. Mike McCarty
Ms. Dauna Armstrong
Ms. Ruth Brindle

Ms. Michelle Morrison

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. James Myers, seconded by Mr. John Cohmer and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the October 15, 2019 RPC meeting and the October 24, 2019 RPC Executive Committee Meeting were presented and approved by motion from Mr. Mike McCarty, seconded by Ms. Michelle Morrison and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoice for APA annual membership, travel reimbursement and office supplies were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Jim Fife, seconded by Mr. Bruce Beam and a roll call vote: 11 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

2020 Work Plan

Executive Director Mr. Taylor Stuckert presented the proposed work plan for the RPC for 2020. Mr. Stuckert reviewed each item for the year and discussion followed. Mr. Dean Hawk asked if County Transportation would be part of 2020 work, to which Mr. Stuckert stated that it would be under the Age Friendly Implementation. Ms. Ruth Brindle asked if there had been any coordination with Council on Aging, and Mr. Stuckert replied that COA is part of the Age Friendly committee and has been very involved in the process since its inception. The work plan was approved by motion from Mr. James Myers, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nay, 0 abstention.

2020 Budget

Executive Director Mr. Taylor Stuckert presented proposed budget for 2020. Mr. Stuckert stated that while the Executive Committee typically reviews and approves the budget first, given scheduling and staff constraints, it is instead being presented to the full board. Mr. Stuckert went line by line in the budget to provide context to proposed changes, discussion followed. Changes for next year will include the slightly reduced staff salaries due to a new hiring schedule starting in Spring, slight increase in medical premium due to addition of dependent, significant increase in contract line item for expected consultant for county comprehensive plan update, reduction in travel due to no national conference given staffing shortage and lack of accreditation needs, and increase in maintenance and support due to a preference in line description for software by the auditor's office. The final budget was approved by motion from Mr. Mike McCarty, seconded by Ms. Ruth Brindle and a roll call vote: 11 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. John Cohmer at approx. 7:51 pm.

Respectfully submitted and approved this _____ day of _____ 2019.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

Minutes for the CLINTON COUNTY REGIONAL PLANNING COMMISSION OR THE EXECUTIVE COMMITTEE

December 17, 2019

Cherrybend Pheasant Farm, 2326 Cherrybend Road, Wilmington, OH

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 6:30 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Ryan Bowman	Mr. John Cohmer
Mr. Dwayne Dearth	Ms. Michelle Morrison
Mr. John Carman	Mr. Robert Thobaben
Mr. James Myers	Ms. Dauna Armstrong
Mr. Jon Branstrator	

The Commission attained a quorum.

A motion was made to approve the agenda by Mr. Robert Thobaben, seconded by Mr. James Myers and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the November 19th, 2019 RPC meeting were presented and approved by motion from Mr. James Myers, seconded by Ms. Michelle Morrison and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and one invoice for website costs were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Ms. Dauna Armstrong, seconded by Mr. John Cohmer and a roll call vote: 9 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

RPC Executive Committee Nominations 2020

Chairman Mr. Dwayne Dearth and Associate Vice Chair Mr. John Cohmer presented their findings from the nominating committee for executive committee positions. Each of the current officers volunteered to remain in their current roles. The following nominations and elections were made: Chairperson: Mr. Dwayne Dearth, Vice-Chair: Ms. Michelle Morrison, Associate Vice-Chair: Mr. John Cohmer, Treasurer: Mr. Jon Branstrator, Secretary: Mr. Bob Thobaben. The nominees were approved by motion from Mr. John Cohmer, seconded by Ms. Dauna Armstrong and a roll call vote: 9 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. Robert Thobaben at approx. 6:57pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director