

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

April 20, 2021

Virtual Meeting on Zoom

## 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  
Ms. Jon Branstrator  
Mr. John Carman  
Mr. John Cohmer

Mr. Dwayne Dearth  
Mr. Jim Fife  
Mr. Kirk Knoblauch  
Mr. Jim Mongold  
Ms. Michelle Morrison

Mr. James Meyers  
Mr. Matt Purkey  
Mr. Robert Thobaben  
Mr. Rick Walker  
Ms. Brenda Woods

The Commission attained a quorum.

A motion was made 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 March 16, 2021 RPC meeting were presented and approved by motion from Ms. Brenda Woods seconded by Mr. John Cohmer and a voice vote: all yea.

## OLD BUSINESS

### NEW BUSINESS

#### Application #2021-14 Major Subdivision/Final Plat

Executive Director, Mr. Taylor Stuckert received an email from the applicant requesting that the Final Plat be tabled. Mr. Stuckert noted that there is an outstanding item on the final plat that needs resolved.

A motion to table the application was made by Mr. Matt Purkey, seconded by Mr. Rick Walker and a roll call vote: 15 yea, 0 nay, 0 abstention.

#### Application #2021-15 Major Subdivision/Replat

Mr. Stuckert introduced the application, which is a request to combine two lots in a major subdivision, Heritage Woods. Mr. Stuckert read the staff report, which recommended approving the replat as presented.

A motion to approve the replat was made by Mr. James Meyers, seconded by Mr. John Cohmer and a roll call vote: 15 yea, 0 nay, 0 abstention.

#### Application #2021-16—Site Plan Review

Mr. Stuckert introduced the site plan application and read the staff report. From the report, it was noted that staff reached out to several agencies regarding the request. The staff report noted that Western Water is seeking a legal opinion on the matter of paving over the utility easement. Staff feels that this issue is between the two parties and that the site plan review section does not address this concern. According to the staff report, the only outstanding item is the OEPA approval for waste treatment. Staff recommends approval of the Final Site Plan contingent upon providing documentation showing approval of OEPA for waste treatment.

Mr. Johnathan Evans with Evans Engineering spoke on behalf of the applicant. Mr. Evans stated that the applicant has submitted for OEPA septic plan review and acknowledge that it is under review.

Mr. Robert Thobaben asked if there is a planned left turn lane. Mr. Evans said that there is not a turn lane planned, however ODOT approved the presented plans. Mr. Thobaben asked about stormwater run-off. Mr. Evans stated that most of the project is gravel and the plans do include a detention plan. Mr. Kirk Knoblauch asked about the pavement detailed in the plan. Mr. Evans responded that the stormwater plans are designed for the entire project being paved in the future, however the intent is to keep it as a gravel lot.

A motion to approve the site plan with contingencies was made by Mr. Matt Purkey, seconded by Ms. Dauna Armstrong and a roll call vote: 15 yea, 0 nay, 0 abstention.

### **FINANCIAL REPORT**

A year-to-date financial statement, year-to-date budget and bills for Adobe services, American Planning Association planning conference, website renewal, and University of Cincinnati CO-OP payment.

The financial statement and bills were approved by motion from Mr. John Cohmer, seconded by Mr. John Carman and a roll call vote: 15 yea, 0 nay, 0 abstention.

### **RPC STAFF UPDATE**

Executive Director, Mr. Stuckert reviewed Clinton County 2040, the comprehensive planning process. Mr. Stuckert explained the upcoming opportunities for community members to share their thoughts about the future of the county.

Associate Director, Ms. Emily Long and Assistant Prosecutor and Mr. Justin Dickman discussed their work on the land bank, including rehab properties and new properties in the pipeline for acquisition.

Ms. Long gave an update about Age-Friendly Clinton County. The RPC submitted a Legacy Fund Letter of Intent (LOI) to install benches in Downtown Wilmington. The LOI was accepted, and staff will be working on the full application.

Staff thanked Nicholas Heaton for his work during his UC co-op this semester and wished him well as this was his last meeting before the end of the semester.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Bob Thobaben at approx. 7:53 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

August 17<sup>th</sup>, 2021

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. Dwayne Dearth	Ms. Sally Orihood (7:07pm)
Mr. Bruce Beam	Mr. Jim Fife	Mr. Robert Thobaden
Mr. Ryan Bowman	Mr. Kirk Knoblauch	Mr. Rick Walker
Mr. John Carman	Ms. Michelle Morrison	Ms. Brenda Woods
		Mr. John Cohmer

The Commission attained a quorum.

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

**MINUTES FROM THE PREVIOUS MEETING**

Minutes of the July 20, 2021 RPC meeting, were presented and approved by motion from Ms. Ruth Brindle, seconded by Ms. Michelle Morrison and a voice vote: all yea.

**OLD BUSINESS**

No Old Business was presented.

**NEW BUSINESS**

Application #2021-38—Site Plan Review—R+L Carriers/ Stan Richards.

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2021-38) for a proposed new 26,720 square foot truck parts expansion building as an addition to existing structures at 600 Gillam Road, presented by Mr. Neil Mullins and Mr. Mike Darcy of R+L Carriers. Mr. Mike Darcy explained that the additional space will be connected to existing structures for additional storage and retail space.

Mr. Dwayne Death asked of the proposed new building will be used internally or for retail. Mr. Neil Mullins explained that it will be used for both, but outside retail would be a secondary use.

Mr. Stuckert read the staff report and stated that staff did received comments from the Clinton County Building and Zoning Department stating they had no questions or concerns with the proposed building.

Mr. Stuckert also stated that the staff has received comments from the Clinton County Engineer's Office stating that because there is no new impervious surface area being proposed for the expansion, no stormwater detention analysis will be required.

A motion to approve the Site Plan from the staff report was made by Mr. John Cohmer, seconded by Mr. John Carmen and a roll call vote: 12 yea, 0 nay, 0 abstention.

2022 Revenue Projections

Mr. Stuckert presented the revenue report for 2022 and proposed potential changes to the projections for 2022. Mr. Stuckert gave an overview of budget projections from 2020 and 2021.

Discussion followed.

A motion to approve the Site Plan from the staff report was made by Ms. Brenda Woods, seconded by Mr. Rick Walker and a roll call vote: 12 yea, 0 nay, 0 abstention

**FINANCIAL REPORT**

A year-to-date financial statement, year-to-date budget, and projected budget for additional admin staff for the land bank and increased dues for board members

Mr. Taylor presented a bill for Planning Next, Office Supplies, and Fellows Program.

The financial statement and bill were approved by motion from Mr. Robert Thobaben, seconded by Mr. Rick Walker and voice vote: all yea.

**RPC STAFF UPDATE**

Mr. Stuckert thanked everyone who was able to make the Legacy Fund Photo.

Mr. Stuckert gave updates on Fellows Program and Clinton County Homelessness Coalition.

Miss Ellen Sizer gave updates on Land Bank and Age Friendly Clinton County Legacy grant for future installation of 15 benches in downtown Wilmington.

Mr. Stuckert gave updates on Blanchester Comp Plan. Mr. Stuckert will be attending the village council meeting on September 9, 2021.

Mr. Robert Thobaben asked about 2020 Census data. Mr. Taylor Stuckert gave an overview of census data and stated that staff will include more information in the next meeting and/or in the upcoming Comprehensive Plan.

With no further business to conduct, the Commission adjourned by motion from Mr. Robert Thobaben, seconded by Mr. Rick Walter at approx. 7:40 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

December 15, 2021

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

**ROLL CALL**

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

Mr. Dewayne Dearth  
Mr. John Cohmer  
Mr. Jon Branstrator  
Mr. Dewayne Dearth

The Commission attained a quorum.

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

**NEW BUSINESS**

2022 Work Plan

Executive Director Mr. Taylor Stuckert provided an overview of the 2022 Work Plan.

A motion was made by Mr. Robert Thobaben to accept the recommendation, seconded Mr. Jon Branstrator and a roll call vote: 3 yea, 0 nay, 0 abstention.

2022 Officer Nominations

Associate Vice Chair Mr. John Cohmer presented the nominees for the officers. All the current positions had no nominees, except for Associate Vice Chair. Discussion followed, and the board felt it would be best to table the vote until a full board meeting.

A motion was made by Mr. Jon Branstrator to table the nominations, seconded Mr. John Cohmer and a roll call vote: 3 yea, 0 nay, 0 abstention.

**FINANCIAL REPORT**

Mr. Taylor Stuckert presented the financial report and four invoices for Planning Next, MySidewalk, and Planetizen Courses.

The report and invoice were approved by motion from Mr. John Cohmer, seconded by Mr. John Branstrator and voice vote: all yea.

A motion to adjourn was made by Mr. John Cohmer at 6:50pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

February 16, 2021

Virtual Meeting on Zoom

## 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. John Cohmer

Mr. James Myers

Mr. John Carman

Ms. Dauna Armstrong

Mr. Kirk Knoblauch

Mr. Damian Snyder

Mr. Dwayne Dearth

Ms. Brenda Woods

Mr. Jim Fife

Mr. Matt Purkey

Mr. Robert Thobaben

Mr. Sally Orihood (7:22 PM)

Ms. Ruth Brindle

The Commission attained a quorum.

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

## MINUTES FROM THE PREVIOUS MEETING

Minutes of the January 16, 2021 RPC meeting were presented and approved by motion from Mr. James Meyers, seconded by Mr. Robert Thobaben and a voice vote: all yea.

## OLD BUSINESS

## NEW BUSINESS

Executive Director, Mr. Taylor Stuckert gave an updated presentation of the RPC Commissioner Orientation.

## FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget and bills were presented.

The financial statement and bills were approved by motion from Ms. Dauna Armstrong, seconded by Mr. John Carman and a roll call vote: 12 yea, 0 nay, 0 abstention.

## RPC STAFF UPDATE

Executive Director, Mr. Taylor Stuckert thanked everyone in the county for plowing snow and cleaning off the roads during the winter weather. Mr. Stuckert also thanked the Health District and the great strides they have made with the vaccination process.

Ms. Emily Long gave a Land Bank update on the next round of demolitions and a rehab property at 263 Mulberry in Wilmington.

Mr. Stuckert gave an update on the Coordinated Homelessness plan. A steering committee has been formed and there have been some local agency meetings to begin working on this issue.

Mr. Stuckert gave an overview about his relationship with the Japan Society, as he recently gave a presentation and was part of a larger discussion about resilient communities.

Mr. Stuckert mentioned that Staff gave a tour to our consultants working on the comprehensive plan. The first steering committee meeting is on February 24<sup>th</sup> at 7:00PM. The Steering Committee is made of citizens from a variety of

backgrounds throughout the county. The RPC and our consultants will be giving a kickoff presentation at the March 4<sup>th</sup> Economic Network Alliance virtual meeting.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. John Cohmer at approx. 8:12 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

January 19, 2021

Virtual Meeting on Zoom

## 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. Jon Branstrator  
Ms. Ruth Brindle  
Mr. John Carman  
Ms. Sally Orihood  
Mr. James Mongold

Mr. James Meyers  
Mr. Dwayne Dearth  
Ms. Brenda Woods  
Mr. Jim Fife  
Mr. Matt Purkey

Mr. Ryan Bowman  
Mr. Kirk Knoblauch  
Mr. Damian Snyder (7:15PM)  
Mr. Robert Thobaben (7:15PM)

The Commission attained a quorum.

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

## MINUTES FROM THE PREVIOUS MEETING

Minutes of the December 15, 2020 RPC meeting were presented and approved by motion from Mr. James Meyers, seconded by Mr. Jim Fife and a voice vote: all yea.

## OLD BUSINESS

## NEW BUSINESS

### 2020-11 Major Subdivision/Todd's Fork

Executive Director, Mr. Taylor Stuckert explained that the Clinton County Regional Planning Commission received a letter requesting an extension to file Final Plat from Peelle Law Offices which represents G&L Development, the developer of Todds Fork Subdivision. The developer satisfied the Preliminary Plan stage on February 18, 2020 and is required by the Subdivision Regulations to file a Final Plat no later than 12 months following Preliminary Plan approval unless an extension of time is granted. The developer is asking for an extension of 9 months, as they are beginning the construction phase, which would allow until October 19th for the Final Plat to be filed.

A motion to approve the extension for final plat to October 19, 2021 was made by Mr. James Meyers, seconded by Ms. Brenda Woods and a roll call vote: 12 yea, 0 nay, 1 abstention.

## FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget and one bill was presented.

The financial statement and bills were approved by motion from Ms. Ruth Brindle, seconded by Mr. Matt Purkey and a roll call vote: 12 yea, 0 nay, 0 abstention.

## RPC STAFF UPDATE

Executive Director, Mr. Taylor Stuckert thanked everyone for attending the first meeting of 2021. Mr. Stuckert welcomed Nick Heaton, the RPC's UC-OP for the semester. Mr. Heaton stated that he is working on a gateway sign into Midland, land bank site analysis, and other items that RPC might need.

Mr. Stuckert mentioned that vaccines are rolling out this week for 80-year-old individuals and older. The next couple of weeks will be broken down by various age brackets. Ms. Brenda Woods gave a brief overview of how the rollout is going in the county, as well as a special thanks to the Health District and their crew.

Associate Director Ms. Emily Long gave an update on the Clinton County Land Bank. There will be a new round of demolitions soon, and Staff is preparing to dispose of multiple properties this year. Mr. Justin Dickman stated that the Prosecutor's Office is working to acquire properties and finding strategic ways to find the worst of the worst properties. Mr. Dickman has done six title searches.

Mr. Dickman stated that the Washington Township Trustees will be moving the issue of zoning to the fall ballot. Placing the issue on the May ballot would have been expensive as there will be no county-wide elections in the spring.

Mr. Stuckert stated that the County Coordinated Homelessness Plan will be continuing its progress next week.

Mr. Stuckert stated that for the county comprehensive plan, Staff sent potential steering committee members emails asking them to participate. The steering committee will be made up of folks involved in the county.

Mr. Stuckert told everyone to look for an upcoming RPC orientation refresher.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Jim Mongold at approx. 7:22 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

July 20, 2021

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. Jim Fife	Ms. Sally Orihood
Mr. Bruce Beam	Ms. Michelle Morrison	Mr. John Cohmer
Mr. Ryan Bowman	Mr. James Myers	
Ms. Ruth Brindle	Mr. Matt Purkey (7:01pm)	
Mr. John Carman	Mr. Damian Snyder	
Mr. Dwayne Dearth	Ms. Brenda Woods	

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 June 15, 2021 RPC meeting, June 18, 2021 and June 28, 2021 Executive Committee meetings were presented and approved by motion from Ms. Ruth Brindle, seconded by Ms. Michelle Morrison and a voice vote: all yea.

## OLD BUSINESS

### Application #2021-32: Access Management Variance—East Clinton Local Schools

Variance Request pursuant to the Clinton County Access Management Regulations (Application #2021-32) for the allowance of driveway separation of less than the required 450' minimum driveway spacing on Larrick Road, Wayne Township. The application was presented by Ms. Regan Brinker, Elevar Design on behalf of the applicant. Ms. Brinker explained that the new site plan will reduce the number of access points from three down to two and greatly improve access safety. Executive Director Mr. Taylor Stuckert read the staff report, which recommended approval of the variance due to improving overall site safety and satisfying the criteria for a variance.

The request for variance was approved by motion from Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 14 yea, 0 nay, 0 abstention.

### Application #2021-27 Site Plan Review—East Clinton Local Schools

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2021-27) for a proposed school expansion and renovation on Larrick Road in Wayne Township, presented by Ms. Regan Brinker, Elevar Design Group and Mr. John Stanley with East Clinton Local Schools. Mr. Stuckert read the staff report, updated the board on what progress has been made by the applicant since the June 2021 RPC meeting. Mr. Stuckert stated that as of the day of the meeting, the petition process for vacation of streets and alleys was initiated. In addition, Mr. Stuckert stated that he spoke with the Ohio Environmental Protection Agency (OEPA) regarding some outstanding items for the applicant. Mr. Stuckert recommended approving the Site Plan contingent upon the following items: Final Plat approval to reconfigure the lots; the completion of the vacation process; and final confirmation of OEPA requirements.

A motion to approve the Site Plan contingent upon the stated recommended contingencies from the staff report was made by Mr. John Cohmer, seconded by Mr. Jim Fife and a roll call vote: 14 yea, 0 nay, 0 abstention.

## NEW BUSINESS

### Application #2021-31—Request to Rezone—Diverse Building Solution, Inc.

Requested Zoning Change from Agriculture-Residential Transition District (A-3) to Limited Industrial District (I-1) at Parcel #190051606000000 (Application #2021-31) in Liberty Twp., presented by applicant Mr. Ryan Baughman of Diverse Building Solutions. Mr. Baughman reported that a zoning change is needed in order to allow for their business to operate

on the parcel. Mr. Stuckert read the staff report, which stated that the zoning request aligned with surrounding uses, area plans, and development patterns in the area. Mr. Stuckert recommended approving the request to rezone.

A rezoning recommendation to Rural Zoning Commission to approve the request was approved by motion from Ms. Michelle Morrison, seconded by Ms. Brenda Woods and a roll call vote: 14 yea, 0 nay, 0 abstention.

Application #2021-36 Site Plan Review—R+L Carriers

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2021-36) for a proposed landscaping equipment storage facility on 215 West Curry Road in Liberty Township, presented by Mr. Neil Mullins and Mr. Mike Darcy of R+L Carriers. Mr. Mullins gave an overview of the potential impact to storm water management and stated that the existing system is more than capable of handling the storm water from the proposed development. Mr. Darcy gave an overview of the building design and nature of the new structure. Mr. Dwayne Dearth asked if the structure will be limited to storing landscaping equipment, or other items besides this. Mr. Darcy confirmed that the structure is to only be used for storing landscaping equipment.

Mr. Stuckert read the staff report and stated that the Engineer’s Office will need to confirm the stormwater calculations prior to final approval. Mr. Stuckert recommended approving the Site Plan contingent upon final confirmation of the stormwater calculations and conformance to regulations by the Clinton County Engineer’s Office.

A motion to approve the Site Plan contingent upon the stated recommended contingency from the staff report was made by Mr. Matt Purkey, seconded by Mr. James Myers and a roll call vote: 14 yea, 0 nay, 0 abstention.

**FINANCIAL REPORT**

A year-to-date financial statement, year-to-date budget and bill for contract for comprehensive plan.

The financial statement and bill were approved by motion from Mr. John Cohmer, seconded by Ms. Dauna Armstrong and voice vote: all yea.

**RPC STAFF UPDATE**

Mr. Stuckert introduced Emily Brausch and Sophia Agee with the Clinton Community Fellows program. Mr. Stuckert then introduced Ms. Ellen Sizer who is the CCRPC’s newest employee.

Mr. Stuckert gave updates on the comprehensive plan; land bank; and Clinton County Homelessness Coalition.

With no further business to conduct, the Commission adjourned by motion from Mr. John Carman at approx. 7:48 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

June 18, 2021

Virtual Meeting on Zoom

**ROLL CALL**

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 11:00a.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth  
Ms. Ruth Brindle  
Mr. John Cohmer  
Mr. Jon Branstrator

The Commission attained a quorum.

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

**MINUTES FROM THE PREVIOUS MEETING**

Minutes from the previous CCRPC Regular Meeting will be approved at the July CCRPC Regular Meeting

**NEW BUSINESS**

Staffing Update

Executive Director Mr. Taylor Stuckert provided an update on the staffing search. Mr. Stuckert suggested that based on other job listings for similar positions that the pay scale may not be wide enough. He suggested widening it to up to \$60,000/year salary depending on qualifications and budgeting. Mr. Stuckert also proposed creating an administrative position that could be more marketable and provide needed capacity in the office. Discussion followed. Mr. Stuckert said that the budget would likely not afford both positions, so it would be an either/or scenario, or possibly a full-time/part-time structure should there be quality candidates. Mr. Stuckert said he would send the job description to the committee when completed.

A motion made was made by John Cohmer to increase the salary range on the Associate Planner position to \$60,000/year and to authorize the Executive Director to create and advertise a job description for an administrative role, seconded Jon Branstrator and a roll call vote: 4 yea, 0 nay, 0 abstention.

A motion to adjourn was made by Ms. Ruth Brindle at 11:38am.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

June 28, 2021

Virtual Meeting on Zoom

**ROLL CALL**

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 3:03 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth  
Ms. Ruth Brindle  
Mr. John Cohmer  
Mr. Jon Branstrator  
Mr. Robert Thobaben

The Commission attained a quorum.

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

**MINUTES FROM THE PREVIOUS MEETING**

Minutes from the previous CCRPC Regular Meeting and June 18, 2021 Executive Committee will be approved at the July CCRPC Regular Meeting

**NEW BUSINESS**

Staffing Update

Executive Director Mr. Taylor Stuckert provided an update on the staffing search. Mr. Stuckert that the search has been much busier since the last meeting and that he has conducted eight interviews. Mr. Stuckert described some of the aspects of the various candidates and their interviews. Mr. Stuckert stated his preferred candidate is Ms. Ellen Sizer and described his reasoning to the committee. Committee members agreed with the assessment of the candidates. Mr. Taylor Stuckert made a recommendation to extend the offer to Ellen Sizer and negotiate the terms within the approved job description and salary range.

A motion was made by Ms. Ruth Brindle to accept the recommendation, seconded Bob Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

A motion to adjourn was made by Mr. John Cohmer at 3:32am.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

June 15, 2021

## 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. Jim Fife
Mr. Jon Branstrator	Mr. Kirk Knoblauch
Ms. Ruth Brindle	Ms. Michelle Morrison 7:25 PM
Mr. John Cohmer	Mr. Matt Purkey
Mr. Dwayne Dearth	Ms. Brenda Woods

The Commission attained a quorum.

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

## MINUTES FROM THE PREVIOUS MEETING

Minutes of the May 18, 2021 RPC meeting were presented and approved by motion from Ms. Brenda Woods seconded by Mr. Jim Fife and a voice vote: all yea.

## OLD BUSINESS

### Application #2021-20 Variance Request

Executive Director, Mr. Taylor Stuckert reviewed the variance request and read the staff report. The request was originally approved in May, 2017, but it was never filed. The applicant, Ms. Sharon Testa, is requesting to subdivide an existing 10.12-acre lot to create a new 5.03-acre building lot with a 5.09-acre remainder. The lot currently has two existing access points. The Ohio Department of Transportation had no objection to the lot split. Mr. Stuckert reviewed the staff report, explaining that the applicant is utilizing the existing access points and can meet the zoning requirements for both lots.

Ms. Testa explained her desire to have access to the back acreage. Kirk Knoblauch asked about the intention of splitting the lot and referenced Section 100.11 Subsection 3. Ms. Testa stated that her children might want to build on the back lot, however they cannot build until this is approved.

A motion to approve the variance request was made by Mr. Matt Purkey, seconded by Mr. Kirk Knoblauch and a roll call vote: 9 yea, 0 nay, 0 abstention.

## NEW BUSINESS

### Application #2021-25 Major Subdivision/Final Plat/Phase 1

Mr. Stuckert stated that the applicant is requesting final approval of Phase 1 of the development at Todd's Fork Reserve. Mr. Stuckert reviewed the previous actions taken on the application and reviewed the staff report. The Clinton County Engineer's Office had a few outstanding items on the final plat, labelling and detailing, right of way dedication, and assignment of lot numbers.

The applicant would like to keep the current right of way dedication at 60 feet for Brody Way, rather than the Engineer's Office suggested 70 feet due to the affect it would have on the adjacent lot, and understanding that it could potentially limit future capacity for expansion. The applicant is willing to change the labelling and lot numbers per the Commission's preferences.

A motion to accept Application #2021-25 as contingent on different lot numbers and 60 feet right of way as presented was made by Mr. Matt Purkey, seconded by Mr. John Cohmer and a roll call vote: 9 yea, 0 nay, 1 abstention.

#### Application #2021-26 Preliminary Plan/Phase 2

The applicant is proposing a modification to the preliminary plan that has previously been approved the Commission in the designated Phase 2 section as shown in the approved construction plans. The applicant has reduced the lot number from sixteen to fifteen and has added a second cul-de-sac to accommodate the lot changes.

The applicant explained the change in lot size was because there was more interest in smaller lot sizes. Mr. Stuckert explained that the applicant will come back for construction plan approval.

A motion to approve Application #2021-26 was made by Ms. Brenda Woods, seconded by Ms. Dauna Armstrong and a roll call vote: 10 yea, 0 nay, 0 abstention.

#### Application #2021-27 Site Plan Review

Mr. Stuckert stated that the applicant is looking for site plan approval for the East Clinton Middle and High School Campus. Mr. Stuckert reviewed the staff report and the Clinton County Engineer's Office outstanding items that need to be fulfilled. This includes the vacation of alleys and streets, the consolidation of several lots into one single parcel, and the need to address conformity to access management of proposed curb cuts.

The applicant spoke in response to the Engineer's Office concerns. The applicant also described how they prioritized safety by designating the access points as entry or exit only and separating them by cars, buses, and people. The applicant stated that building and zoning will have comments to the team shortly and will hear back from the EPA soon. The applicant and the RPC Commissioners discussed concerns about the documentation process for vacation of alleys and the consolidation of lots. Assistant Prosecutor, Mr. Justin Dickman asked if the applicant as begun the process of vacating alleys, as it is easier to sort through the plat issues and then record the plat. The applicant confirmed that they have not initiated this process. The applicant expressed their interest in finding common ground between them and the Engineer's Office.

Mr. Jim Fife expressed concern that the administrative process has not begun. The vacation process is critical to the site plan and plat. Ms. Michelle Morrison asked Mr. Stuckert to reread the staff recommendation.

A motion to table the application to the July meeting was made by Mr. Matt Purkey, seconded by Mr. Kirk Knoblauch and a roll call vote: 10 yea, 0 nay, 0 abstention.

## **FINANCIAL REPORT**

A year-to-date financial statement, year-to-date budget and bill for contract for comprehensive plan and for a job posting website.

The financial statement and bills were approved by motion from Mr. John Cohmer, seconded by Ms. Michelle Morrison and voice vote: all yea.

## **RPC STAFF UPDATE**

Mr. Stuckert thanked Ruth Brindle and the Port Authority for the Zoom platform and tech support.

Mr. Stuckert recognized Emily Long for her service to the Commission and contributions to the County, and the RPC wished her well in her future endeavors.

Mr. Stuckert stated that he has had seven applicants to fill the planner position and will be interviewing six. The executive committee is tentatively set to meet this Friday. Mr. Stuckert will be interviewing quickly.

The county comprehensive plan has officially ended the first round of public engagement. The summary memo of this round can be found online. One of the Clinton County Fellows' project is public outreach for the comprehensive plan. The next steering committee meeting coming up in a couple weeks. Additionally, Sarah Kelly and Mr. Stuckert will be presenting at the Township Association dinner.

Mr. Dickman gave an update on the land bank. The Prosecutor's Office is targeting vacant lots and still targeting properties for demolition. Nicole Walt has joined Mr. Dickman's office to help assist with land bank items for the summer. Staff met with a local farmer about planting sunflowers in Lumberton. Additionally, 92 Woodview Dr in Wilmington is finally

in the land bank's ownership. Staff wants to thank many county agencies, especially the Prosecutor's Office for assisting on this. Mr. Jim Fife also thanked Mr. Dickman on his work in Union Township.

Ms. Emily Long stated that Age-Friendly Clinton County submitted a Legacy Fund application to install new benches in downtown Wilmington. However, staff will not hear back until August 1<sup>st</sup> on this application.

With no further business to conduct, the Commission adjourned by motion from Mr. John Cohmer at approx. 8:16 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

March 16, 2021

Virtual Meeting on Zoom

## 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. Jon Branstrator  
Ms. Ruth Brindle  
Mr. Ryan Bowman (7:15 PM)  
Mr. John Carman

Mr. John Cohmer  
Mr. Dwayne Dearth  
Mr. Jim Fife  
Mr. Kirk Knoblauch  
Mr. Damian Snyder

Mr. Robert Thobaben  
Mr. Rick Walker  
Mr. Matt Purkey

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 February 16, 2021 RPC meeting were presented and approved by motion from Mr. Robert Thobaben seconded by Ms. Ruth Brindle and a voice vote: all yea.

## OLD BUSINESS

## NEW BUSINESS

### Application #2021-07—Variance Request

Executive Director, Mr. Taylor Stuckert explained that the applicant, Mr. Doug Pierson, is requesting a variance to subdivide the lot for residential use. Mr. Stuckert identified where the applicant is looking to place the house and to use the existing driveway. Mr. Stuckert reviewed the staff report. Staff recommends approval of the variance request contingent upon language on the plat and deed acknowledging restrictions on future subdivision of the remainder tract. Mr. Robert Thobaben asked if it is the applicant's intention to split the lot again in the next 5-10 years. Mr. Pierson stated that it is not his intention.

A motion to approve the variance request with contingencies was made by Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 12 yea, 0 nay, 1 abstention.

### Application #2021-08—Site Plan Review

As an introduction, Mr. Stuckert reviewed the Planned Unit Development process for the commission. Nutrien is applying for site plan review for new construction. Mr. Stuckert reviewed the staff report. Mr. Stuckert stated that the applicant will need to provide documentation to show compliance with the Ohio Environmental Protection Agency (OEPA), provide updated plans to the Engineer's Office for roadway widening compliance, and satisfy requests by Clinton County Soil and Water.

Mr. Kirk Knoblauch asked about approval from OEPA, Mr. Stuckert confirmed that was in the staff report and will be required for contingent approval.

Mr. Mike McCarty stated that he has spoken with Clinton County Soil and Water department and the EPA and that the plans will be finalized after the soil surveys are updated. Mr. McCarty stated they will have a meeting with the Engineer's Office to clear up the details regarding the road widening. Mr. McCarty also stated that lighting is going to be somewhat

minimal, as it will be on the building in the form of wall packs. The lighting plan will be sent to the RPC later, as the building plans are still in process.

Mr. Robert Thobaben asked if there is anything to protect Anderson Fork, regarding environmental concerns. Mr. McCarty stated they had a meeting with the Safety Health and Environmental Manager from Nutrien. Mr. Steve Emery and Mr. McCarty assured that it will be as environmentally friendly as possible, as activity happens entirely within the building.

Mr. Kirk Knoblauch asked how often does the EPA monitor for adherence to the presented plan. Mr. Emery further discussed Nutrien's environmental internal rules and regulations. Assistant Prosecutor, Mr. Justin Dickman asked if the EPA came out to inspect, as the EPA has paused in person inspections given the pandemic. Mr. McCarty stated there is nothing to inspect now, but the EPA stormwater permit will be retrieved before construction. Mr. Robert Thobaben expressed his environmental concerns.

A motion to approve the site plan with contingencies was made by Mr. Jim Fife, seconded by Mr. John Cohmer and a roll call vote: 13 yea, 0 nay, 0 abstention.

#### Application #2021-09—Site Plan Review

Mr. Stuckert reviewed the site plan application. The applicant is proposing to build an addition onto an existing commercial structure as well as new asphalt and gravel parking and loading areas. Mr. Stuckert stated that the applicant is pending completion of stormwater review. Mr. Stuckert stated that the applicant needs to complete the stormwater review process, add a signature line for CCSWC on the final plans, and provide documentation showing approval of OEPA for waste treatment.

Mr. Jim Bauman stated that a new septic system was installed, and they will be tying into that existing septic. Mr. Jason Adkins and Mr. Bauman stated they will complete the necessary documents for the Tax Map Office. Mr. Justin Doyle stated that they are the contractor for the site and are committed to satisfying the outstanding items.

A motion to approve the site plan with contingencies was made by Ms. Dauna Armstrong, seconded by Mr. Rick Walker and a roll call vote: 13 yea, 0 nay, 0 abstention.

#### **FINANCIAL REPORT**

A year-to-date financial statement, year-to-date budget and bills for the comprehensive plan services, printing Blanchester's comprehensive plan, the Age-Friendly mailer, and web domain renewal.

The financial statement and bills were approved by motion from Mr. John Cohmer, seconded by Mr. Robert Thobaben and a roll call vote: 13 yea, 0 nay, 0 abstention.

#### **RPC STAFF UPDATE**

Executive Director, Mr. Taylor Stuckert stated that the ODNR Nature Work grant is opening again. There is around \$43,000 in funds available. Mr. Stuckert stated that he will send out a notification about the grant and individual follow up meetings if necessary.

Mr. Stuckert stated that vaccines are continuing to roll out, and the Wilmington Air Park will be hosting a mass vaccination site by the end of the month.

Associate Director Ms. Emily Long gave an update about the Clinton County Land Bank upcoming demolitions, a recent fire, and rehab properties in the lineup. Mr. Dickman discussed his work with the Land Bank.

Mr. Stuckert discussed the most recent Steering Committee for the Coordinated Homelessness plan.

Mr. Stuckert discussed the RPC's broadband report and that new federal funds can be used toward broadband infrastructure. Mr. Stuckert had a meeting with Little Miami Gig which is a fiber company working in the Blanchester area.

UC CO-OP Nick Heaton has worked on turning the Blanchester Zoning Ordinance in a digital, searchable document. He is also working on a few mapping projects for the Trails Coalition and the Land Bank.

Mr. Stuckert stated that the RPC hosted the first Steering Committee meeting a few weeks ago to kick off the plan. Mr. Stuckert and Ms. Sarah Kelly, staff consultant, gave a presentation on the plan at the Economic Network Alliance

meeting. Mr. Stuckert noted that the project website and branding will be available soon. Staff will be in contact for opportunities of engagement that will be this spring and summer.

Mr. Kirk Knoblauch asked what the follow up process regarding agency review of compliance of new development, discussion followed. Mr. Stuckert stated that various agencies monitor relevant aspects of new development and that if there are strong concerns about greater oversight, then the comprehensive plan would be an appropriate time to voice such concerns.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Matt Purkey at approx. 8:17 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

May 18, 2021

Virtual Meeting on Zoom

## 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  
Ms. Ruth Brindle  
Mr. John Carman  
Mr. John Cohmer  
Mr. Dwayne Dearth

Mr. Jim Fife  
Mr. Kirk Knoblauch  
Ms. Michelle Morrison  
Mr. James Myers  
Ms. Sally Orihood

Mr. Matt Purkey  
Mr. Damian Snyder  
Mr. Robert Thobaben  
Ms. Brenda Woods

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 20, 2021 RPC meeting were presented and approved by motion from Ms. Dauna Armstrong seconded by Mr. Jim Fife and a voice vote: all yea.

## OLD BUSINESS

### Application #2021-14 Major Subdivision Final Plat

Executive Director, Mr. Taylor Stuckert stated this item was on the agenda last month and it was tabled due to final outstanding items. Mr. Stuckert reviewed the staff report and stated the now completed items. Staff recommends approval of the Final Plat.

A motion to approve the final plat based on the three criteria listed in the staff report was made by Mr. John Carman, seconded by Ms. Michelle Morrison and a roll call vote: 13 yea, 0 nay, 1 abstention.

## NEW BUSINESS

### Application #2021-08 Testa

Mr. Stuckert stated that this application has not yet received comments from the Ohio Department of Transportation and staff requests to table this application.

A motion to table the application was made by Mr. James Myers, seconded by Mr. Matt Purkey and a roll call vote: 14 yea, 0 nay, 0 abstention.

## FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget and bill for contract for comprehensive plan and for GIS mapping subscription.

The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer and a roll call vote: 14 yea, 0 nay, 0 abstention.

## RPC STAFF UPDATE

Mr. Stuckert discussed work on Clinton County 2040, the update to the comprehensive plan. Staff discussed the public engagement and outreach conducted during this round of engagement. Mr. Stuckert stressed the importance of the public being involved and engaged in this discussion of the future of Clinton County. There is one in-person workshop left for this round of public engagement on May 20<sup>th</sup> at Cowan Lake at 7PM. Staff attended village meetings, passed out rack cards, and reached out to numerous groups and organizations to drum up engagement. Comments will be collected until the end of the month.

Associate Director, Ms. Emily Long gave an update about the land bank, as properties that were acquired through NIP funding will begin to be up for disposition this month.

Mr. Stuckert reported to the Commission about the American Planning Association's National Planning Conference. Mr. Stuckert described his session that he spoke at about Zoom Towns: Broadband and the Culture of Connection with other planners from Cape Cod and Utah.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Bob Thobaben at approx. 7:39 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

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Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director

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

November 16, 2021

Laurel Oaks Career Campus, 300 Oak Dr, Wilmington, OH 45177

## ROLL CALL

Vice Chairperson Ms. Ruth Brindle called the meeting to order at approximately 6:45 p.m. local time with the following Planning Commissioners present.

Mr. Ryan Bowman  
Mr. Jon Branstrator  
Mr. Ben Collings  
Mr. John Carman  
Ms. Ruth Brindle  
Mr. Rick Walker

Mr. Damian Snyder  
Mr. Kirk Knoblauch  
Mr. John Branstrator  
Ms. Michelle Morrison  
Ms. Sally Orihood  
Mr. James Myers

Ms. Brenda Woods  
Mr. Robert Thobaben  
Mr. John Cohmer

The Commission attained a quorum.

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

## MINUTES FROM THE PREVIOUS MEETING

Minutes of the September 21, 2021 RPC meeting and minutes of the October 26, 2021 Executive Committee Meeting, were presented and approved by motion from Mr. John Cohmer seconded by Ms. Brenda Woods and a voice vote: all yea.

## OLD BUSINESS

### NEW BUSINESS

#### 2021 Budget Amendment

Mr. Taylor Stuckert requested an amendment of \$3,000 to be added to the Contractual Agreements line for the 2021 budget. Mr. Taylor Stuckert explained that the amendment is to support an agreement with the service MySidewalk.

A motion to amend the budget was made by Mr. John Carman seconded by Mr. Robert Thobaben and a roll call vote: 16 yea, 0 nay, 0 abstention

#### 2022 Budget Approval

Executive Director Mr. Taylor Stuckert presented the 2022 budget, which had received a recommendation for approval from the Executive Committee. Mr. Stuckert went through each projected expense item line by line and discussion followed. The most notable changes were to staffing costs with the planning to hire additional administrative staff in 2022. There was a substantial decrease in the Contractual Services line item due to nearing of completion of the County comprehensive plan.

A motion to approve the budget recommendation with the changes to the workman's comp and contractual agreement amounts was made by Mr. James Myers, seconded by Mr. Robert Thobaben and a roll call vote: 16 yea, 0 nay, 0 abstention.

## FINANCIAL REPORT

Mr. Taylor Stuckert presented the financial report and three invoices for Planning Next, Stephen Crouch, and Indoff.

The report and invoice were approved by motion from Mr. Robert Thobaben, seconded by Ms. Brenda Woods and voice vote: all yea.

**RPC STAFF UPDATE**

Mr. Taylor Stuckert gave the following staff update

With no further business to conduct, the Commission adjourned by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer at approx. 7:16 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

\_\_\_\_\_  
Robert Thobaben, Secretary

\_\_\_\_\_  
Taylor Stuckert, AICP Executive Director

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

October 26, 2021

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

**ROLL CALL**

Associate Vice Chairman Mr. John Cohmer called the meeting to order at approximately 4:25 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. John Cohmer  
Mr. Jon Branstrator  
Mr. Robert Thobaben

The Commission attained a quorum.

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

**FINANCIAL REPORT**

Mr. Taylor Stuckert presented the financial report and four invoices for Planning Next, mileage reimbursement, and APA membership dues.

The report and invoice were approved by motion from Mr. Robert Thobaben, seconded by Mr. John Branstrator and voice vote: all yea.

**NEW BUSINESS**

2022 Budget Recommendation

Executive Director Mr. Taylor Stuckert provided an overview of the 2022 Budget.

A motion was made by Mr. Robert Thobaben to accept the recommendation, seconded Mr. Jon Bransrator and a roll call vote: 3 yea, 0 nay, 0 abstention.

A motion to adjourn was made by Mr. Robert Thobaben at 4:57pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Dwayne Dearth, Chairman

\_\_\_\_\_  
Robert Thobaben, Secretary

\_\_\_\_\_  
Taylor Stuckert, AICP Executive Director

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

September 21, 2021

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. Bruce Beam  
Mr. Ben Collings  
Mr. John Carman

Mr. Dwayne Dearth  
Mr. Jim Fife  
Mr. John Branstrator  
Ms. Michelle Morrison

Ms. Brenda Woods  
Mr. Robert Thobaben  
Mr. John Cohmer

The Commission attained a quorum.

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

## MINUTES FROM THE PREVIOUS MEETING

Minutes of the August 17, 2021 RPC meeting, were presented and approved by motion from Ms. Brenda Woods, seconded by Ms. Dauna Armstrong and a voice vote: all yea.

## OLD BUSINESS

### NEW BUSINESS

#### Application #2021-40—Major Subdivision/Replat

Major Subdivision Replat pursuant to the Clinton County Subdivision Regulations (Application #2021-40) by applicant Mr. Brent and Mr. Terry Scherz for a proposed replat of Lots 3, 4, and 5 in the Todds Fork Reserve Subdivision, Phase 1 and to create two new lots 34 and 35.

Mr. Taylor Stuckert read the staff report.

Mr. Taylor Stuckert shared the staff report. Mr. Stuckert stated that he received comments from the Clinton County Engineer's Office regarding the addition of certifications for lien holders to the Final Plat per Section 500.01 of the Clinton County Subdivision Regulations.

Based upon review of the application and plans, staff recommends that the Commission approve the replat of Lots 3, 4, and 5 into Lots 34 and Lot 35 in the Todds Fork Reserve Subdivision contingent upon the addition of a signature block for existing lien holders.

A motion to approve the replat with the contingency to add a signature block for the lien holders was made by Mr. John Carman, seconded by Mr. Jim Fife and a roll call vote: 11 yea, 0 nay, 0 abstention.

#### Application #2021-43—Major Subdivision Replat.

Major Subdivision Replat pursuant to the Clinton County Subdivision Regulations (Application #2021-43) by applicant G+L Development LLC for a proposed replat of Lots 24 and 25 and create Lots 36 and 37 in the Todds Fork Reserve Subdivision in Adams Township.

Mr. Stuckert shared the staff report. Staff discussed the proposed lot combination with relevant County agencies and did receive comments from the Clinton County Engineer's Office regarding the need for additional right of way to allow for the future construction of the platted Brody Way. The applicant has agreed to add an additional 20-foot "highway easement" along both sides of the platted roadway to allow for this needed space and will move the utility easement behind the newly proposed easement. Based upon review of the application and plans, staff recommends that the Commission approve the replat of Lots 24 and 25 into Lot 36 and Lot 37 contingent upon the addition of the proposed "highway easement" and the adjustment to the existing utility easement.

A motion to approve the replat with the contingencies of the addition of the "highway easement" and modification to the utility easement was made by Mr. Robert Thobaben, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nay, 0 abstention.

Application #2021-44—Site Plan Review—R&L Carriers LLC

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2021-40) for a proposed addition of a 3,600 square foot fuel dispenser at the R+L Corporate Campus and Terminal by applicant Mr. Neil Mullins.

Mr. Taylor Stuckert read the staff report. Mr. Stuckert explained that staff has received comments from the Clinton County Engineer's Office stating that because there is no new impervious surface area being proposed for the expansion, no stormwater detention analysis will be required. Mr. Neil Mullins added that the necessity for fuel tanks is for efficiency, safety, and less time transporting tanks to and from different processing points on the site.

Mr. Taylor Stuckert stated that staff did share the plans with the Port William-Liberty Township Joint Fire And EMS District so that they were aware of the proposed site location. Staff recommended approval of the Site Plan as presented.

A motion to approve the Site Plan Review was made by Mr. Jim Fife, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nay, 0 abstention.

2021 Budget Amendment

Mr. Stuckert requested an amendment for the 2022 budget toward non-personnel accounts in Contract Services and Printing. Mr. Taylor Stuckert explained that due printing expenses from 2020 that were billed in 2021, the RPC had reached the limit of yearly roll up codes. Mr. Taylor Stuckert is requesting supplemental budget amendment total of \$10,500 for the remainder of the year for the two lines.

A motion to amend the budget was made by Mr. John Cohmer, seconded by Ms. Brenda Woods and a roll call vote: 11 yea, 0 nay, 0 abstention

**FINANCIAL REPORT**

Mr. Taylor Stuckert presented the financial report and one invoice from Planning Next.

The report and invoice were approved by motion from Mr. Robert Thobaben, seconded by Ms. Brenda Woods and voice vote: all yea.

**RPC STAFF UPDATE**

Mr. Taylor Stuckert gave the following staff update. Introduction of Ben Collings, the new Commissioner representing the Village of Sabina. Mr. Stuckert notified the board that a nominating committee would be forming to ask Commissioners if they have interest in serving as officers for 2022. Mr. Dwayne Dearth and Mr. John Cohmer state that they would be willing to call the roster of Commissioners. Mr. Stuckert noted that staff made presentations to the National Association of Development Organizations (NADO) and the Ohio American Planning Association's national webinar on broadband efforts in Clinton County. Mr. Stuckert also provided an update on the land bank, Ms. Ellen Sizer's age-friendly presentation to the AARPC Rural Lab, the Blanchester Comprehensive Plan, and the recently approved Quaker Heritage Byway, which is now a state scenic byway.

With no further business to conduct, the Commission adjourned by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer at approx. 7:52 pm.

Respectfully submitted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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Dwayne Dearth, Chairman

Robert Thobaben, Secretary

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Taylor Stuckert, AICP Executive Director