

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

January 17, 2017

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

ROLL CALL

Chairman Mr. Rick Walker 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 | Mr. Dean Hawk | Mr. Rick Walker |
| Mr. John Carman | Mr. Dwayne Dearth | |
| Ms. Dauna Armstrong | Mr. Robert Thobaben | |
| Mr. Paul Hunter | Ms. Michelle Morrison | |
| Mr. John Cohmer | Mr. Van Pratt | |

The Commission attained a quorum.

A motion to approve the agenda by Mr. Dwayne Dearth, seconded by Ms. Michelle Morrison and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the past meeting were presented and approved by motion from Mr. Paul Hunter, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and four invoices for conference registration, CCAO dues, UC Co-Op, and land bank contract work were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. John Carman, seconded by Mr. Dwayne Dearth and a roll call vote: 11 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-01: Request to Rezone

Requested Zoning Change from A-3 to C-2 at Parcel #030060805000100 (Application #2017-01) in Chester Twp., presented by Executive Director Mr. Taylor Stuckert and applicant Joshua Schlabach. Mr. Schlabach stated that the site is currently being used to store materials for a fencing and construction business, and that the proposed zoning change would be for the front 4 acres of the 9 acre lot. Executive Director Mr. Taylor Stuckert stated that the proposed zoning change does not conform to the plans for the area, specifically the 2008 Gateway Comprehensive Plan, which limits commercial development at the interchange of 73 and I-71. In addition, Mr. Stuckert noted that a previous request of similar nature was denied in 2011, in which the property in question was even closer to the interchange than the current application. Given that the request does not conform to the plan for the area, and that it directly conflicts with a previous decision of the board that was a very similar case, staff recommended denying Mr. Schlabach's request. A rezoning recommendation to Rural Zoning Commission to deny the request was approved by motion from Mr. Paul Hunter, seconded by Mr. Robert Thobaben and a roll call vote: 10 yea, 0 nay, 1 abstention.

Resolution 2017-01: 2016 Clinton County Parks Master Plan

Executive Director Mr. Taylor Stuckert presented the final draft of the 2016 Clinton County Parks Master Plan to the board for approval. Mr. Stuckert noted that the plan will be presented to the county commissioners following adoption by the RPC board. Mr. Van Pratt stated that he would like to have more time to review the plan prior to adoption. Mr. Stuckert noted that the board has had many months to read the plan, but too would like members to feel familiar with the plan prior to adoption. Ms. Michelle Morrison stated that she would like to have paper copies of the plans given to each of the municipalities. A motion to table Resolution 2017-01 until the February meeting was made by Mr. Van Pratt, seconded by Mr. Dwayne Dearth and a roll call vote: 9 yea, 2 nay, 0 abstention.

Resolution 2017-02: Modification of Bylaws Section 7.02 to allow the use of a Procurement Card

Executive Director Mr. Taylor Stuckert presented a resolution that would modify the bylaws Section 7.02 to allow for the use of a procurement card to make purchases. Mr. Stuckert noted that the board would still need to authorize the use of the card and a maximum amount that conforms to the budget prior to purchases being made. Ms. Michelle Morrison stated that she would like to also have a monthly review of the card usage. A motion to approve Resolution 2017-02 was made by Mr. Dean Hawk, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nay, 0 abstention.

Maintenance Edits to Clinton County Zoning Resolution 2014

Maintenance edits to the Clinton County Zoning Resolution 2014, presented by Executive Director Mr. Taylor Stuckert, a general discussion followed on the details of the edits to Section 7.03, to remove the words "LED or," from the first line of the paragraphs "All Districts" (p. 85). Motion to approve the edits to the zoning resolution was made by Mr. Paul Hunter, seconded by Ms. Michelle Morrison and a roll call vote: 11 yea, 0 nays, 0 abstention.

Request for Board Opinion

Executive Director Mr. Taylor Stuckert presented to the board two potential cases of receiving compensation for duties to other entities that do not interfere with RPC responsibilities. Prior to responding to any such opportunities, Mr. Stuckert wanted to first discuss with the board and seek an opinion on the board's comfort with Mr. Stuckert agreeing to such opportunities. The board was favorable to Mr. Stuckert performing duties for other entities so long as it did not interfere with duties to the RPC and so long as there was written opinion from the board's legal counsel that there were no legal conflict. A motion to approve to allow Executive Director Mr. Taylor Stuckert to agree to other compensated duties, contingent upon written legal opinion from the legal counsel was approved by motion from Mr. Dwayne Dearth, seconded by Mr. John Cohmer and a roll call vote: 11 yea, 0 nays, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. Van Pratt at approx. 8:14 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

February 21, 2017

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

ROLL CALL

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

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|---------------------|-----------------------|------------------|
| Mr. Jon Branstrator | Mr. Dean Hawk | Mr. Rick Walker |
| Mr. John Carman | Mr. Ryan Bowman | Ms. Ruth Brindle |
| Ms. Dauna Armstrong | Mr. Robert Thobaben | Mr. Matt Purkey |
| Mr. Paul Hunter | Ms. Michelle Morrison | Mr. James Myers |
| Mr. John Cohmer | Mr. Van Pratt | |
| Mr. Kerry Steed | Mr. Donald Spurling | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the past meeting were presented and approved by motion from Ms. Dauna Armstrong, 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 four invoices for UC Co-Op, land bank contract work, and two reimbursements were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. John Carman, seconded by Donald Spurling and a roll call vote: 16 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-05: Site Plan for Alkermes, Inc.

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-05) for the construction of a new expansion and temporary trailers on Olinger Circle in Union Township, presented by Mr. Tim Elmore on behalf of the applicant Alkermes, Inc.. Mr. Elmore provided a presentation to the commission on the details of the site and went through each of the required sections of the site plan review process. Mr. Elmore stated that existing storm water retention has capacity for the new development and this was confirmed by Executive Director Mr. Taylor Stuckert. Discussion followed on the details of the proposal and potential future expansions. Mr. Taylor Stuckert recommended approval of the site plan. The site plan was approved by motion from Mr. John Carman, seconded by Mr. John Cohmer and a roll call vote: 16 yea, 0 nay, 0 abstention.

Application 2017-06: Site Plan for Sunrise Cooperative

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-06) for the construction of a new office and warehouse facility on Starbuck Road in Union Township, presented by Mr. Michael Seeger, Choice One Engineering on behalf of the applicant Sunrise Cooperative. Mr. Seeger provided an overview of the project to the commission. A letter from the Clinton County Engineer's Office affirming approval of storm water plans and calculations was presented. The applicant noted that they are still awaiting approval of the OEPA's Permit to Install (PTI) for waste water facilities. Mr. Taylor Stuckert recommended approval of the site plan contingent upon approval from the OEPA's PTI. The site plan was approved, contingent upon approval of the OEPA's PTI by motion from Mr. Robert Thobaben, seconded by Mr. Donald Spurling and a roll call vote: 16 yea, 0 nay, 0 abstention.

Application 2017-07: PUD Amendment, Stepping Stones Ranch

PUD Amendment to PUD-01 on Parcel #015011001000000, 975 SR 380, Adams Township, presented by Ms. Danielle Combs on behalf of the applicant Stepping Stones Ranch. Ms. Combs discussed some of the minor modifications that Stepping Stones would like to have as part of this previously-approved PUD. Ms. Combs presented a letter with the modifications which included: minor changes to a building's square footage, change of name of "residential director home and duplex" to just "residential dwelling," allowance of up to 20% change on the footprint of all buildings, and flexibility on the siting of the arena and a barn. Discussion followed on the nature of the current use and plans for future development. Mr. Taylor Stuckert recommended approval of the proposed changes to the PUD and adoption of these minor modifications so that future amendments within these proposed modifications could be approved administratively. The PUD amendment and adoption of minor modifications was approved by motion from Mr. Van Pratt, seconded by Mr. Matt Purkey and a roll call vote: 16 yea, 0 nay, 0 abstention.

Resolution 2017-01: 2016 Clinton County Parks Master Plan

A follow up discussion was had on the 2016 Clinton County Parks Master Plan. Executive Director Mr. Taylor Stuckert presented the final draft of the 2016 Clinton County Parks Master Plan to the board for approval. Mr. Van Pratt stated that he had read the plan and that he had concern regarding the tone of the document, which he read as being negative, and he did not like how issues were presented. Mr. Stuckert noted that it was not the intention of the document to be read as negative, but that there are concerns regarding the quality and accessibility of park facilities county-wide that should be a priority of the county, and these current conditions are not positive. Mr. Stuckert noted that the plan will be printed and presented to each municipality following its full adoption by the county commissioners. A motion to approve Resolution 2017-01, adoption of the 2016 Clinton County Parks Plan was made by Mr. Dean Hawk, seconded by Mr. John Carman and a roll call vote: 15 yea, 1 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

A presentation was made to the commission by Mr. Mark Rembert of Energize Clinton County. The presentation was an overview of economic research that Mr. Rembert has pursued as part of his graduate studies at the Ohio State University.

With no further business to conduct, the Commission concluded by motion from Mr. Robert Thobaben at approx. 8:47 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

March 21, 2017

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

ROLL CALL

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

Mr. Rick Walker
Ms. Michelle Morrison
Mr. Robert Thobaben
Mr. Dwayne Dearth

The Commission attained a quorum.

A motion to approve the agenda by Treasurer Mr. Dwayne Dearth, seconded by Vice Chair Ms. Michelle Morrison 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: two land bank admin bills, Adobe Creative Cloud Software, ESRI GIS Software, UC Co-Op, and Travel Reimbursement for mileage. Also a request to create a purchase order for travel for the national APA conference in New York City was presented. A discussion followed on the nature of the invoices. Payment of the invoices and approval to create the purchase order for travel were approved by motion from Vice Chair Ms. Michelle Morrison, seconded by Treasurer Mr. Dwayne Dearth and a roll call vote: 4 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission concluded by motion from Treasurer Mr. Dwayne Dearth at approx. 6:27 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

April 18, 2017

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

ROLL CALL

Vice-Chairman Ms. Michelle Morrison (filling for Rick Walker) called the meeting to order at approximately 7:00 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

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|---------------------|-----------------------|
| Mr. Dwayne Dearth | Mr. Dean Hawk |
| Mr. John Carman | Mr. Ryan Bowman |
| Ms. Dauna Armstrong | Mr. Matt Purkey |
| Ms. Ruth Brindle | Ms. Michelle Morrison |
| Mr. John Cohmer | Mr. James Myers |
| Mr. Kerry Steed | Mr. Donald Spurling |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the past Executive Committee Meeting and the previous RPC meeting were presented and approved by motion from Mr. James Myers, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and eight invoices for UC Co-Op contracts, land bank contract work, chamber annual meeting, and two reimbursements were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Dwayne Dearth, seconded by John Cohmer and a roll call vote: 12 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-13: Site Plan for Cherokee Storage

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-13) for the construction of a new storage facility on 73 West in Chester Township, presented by Ms. Ruth Campbell of WYCO Consulting and Mr. Kari Shankar of Cherokee Storage. Ms. Campbell provided an overview of the site and stated that the OEPA approval and storm water analysis are still awaiting approval due to some site reconfiguration, and there are variances required for the proposed signage for the site. Discussion followed on the details of the site plan, hours of operation, neighboring properties, and design of the structures. Mr. John Carman mentioned that lights were missing from the back buildings and probably should be added, to which Mr. Shankar agreed to add them. Other discussion centered on the location and details of the detention ponds. The applicant noted that the ponds would be enclosed entirely by the fencing, which conflicts with the plan. Mr. Taylor Stuckert recommended tabling the plan until the next month when the applicant has completed all of the required steps of the site plan review. The site plan was tabled by motion from Mr. Donald Spurling, seconded by Mr. John Carman and a roll call vote: 12 yea, 0 nay, 0 abstention.

Resolution 2017-03: Warren County

Mr. Taylor Stuckert presented this resolution as part of the Warren County contract signed in January for their assistance on the Wilmington Zoning project. A motion to approve Resolution 2017-03, was made by Mr. John Carman, seconded by Mr. Dwayne Dearth and a roll call vote: 12 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

A presentation was made to the commission by Ms. Samantha Hoffman, a UC Co-Op student with the CCRPC for the spring semester. The presentation was an overview of her work during the semester.

With no further business to conduct, the Commission concluded by motion from Mr. John Carman at approx. 7:52 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

May 16, 2017

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

ROLL CALL

Chairman Mr. Rick Walker called the meeting to order at approximately 7:20 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

| | |
|-----------------------|---------------------|
| Mr. Dwayne Dearth | Mr. Dean Hawk |
| Mr. John Carman | Mr. James Myers |
| Ms. Michelle Morrison | Mr. Donald Spurling |
| Mr. Robert Thobaben | |
| Mr. Rick Walker | |
| Mr. Kerry Steed | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the April 18, 2017 RPC meeting were presented and approved by motion from Mr. Donald Spurling, seconded by Mr. James Myers and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and six invoices for UC Co-Op contracts, office supplies, and travel reimbursements were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Kerry Steed, seconded by John Carman and a roll call vote: 9 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

Application 2017-13: Site Plan Review—Cherokee Storage

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-13) for the construction of a new storage facility on 73 West in Chester Township, presented by Mr. Kari Shankar of Cherokee Storage.

Mr. Shankar provided an update on the previously-tabled application identifying all the previously-requested changes and verifying all required approvals had been met. Discussion followed on the details of the site plan, the location of RV/Boat storage, and nature and location of fencing. Executive Director Mr. Taylor Stuckert requested that the site plan approval be contingent upon approval of a pending variance for signage height with the Board of Zoning Appeals (BZA) and that the applicant provide as-built drawings for storm water review following construction. Mr. Stuckert also requested plans for the sign should the variance not be approved, to which the applicant stated they would keep the same location, but comply with the height requirements.

The site plan was approved contingent upon approval of a signage variance from the BZA and with the requirement of as-built drawings following construction by motion from Mr. John Carman, seconded by Mr. James Myers and a roll call vote: 9 yea, 0 nay, 0 abstention.

NEW BUSINESS

Application 2017-12: Access Management Variance—Testa

Variance Request pursuant to the Clinton County Access Management Regulations (Application 2017-12) for the allowance of a driveway spaced 550' feet from the next drive to the south and 325' to the driveway to the north on State Route 380 in Chester Township presented by the applicant Ms. Sharon Testa.

Executive Director Mr. Taylor Stuckert provided a report of the request variance and noted that the required driveway spacing is 600' on State Route 380, but that there are three existing entrances to the site and the applicant is wishing to attach one of those entrances to a proposed minor subdivision. Ms. Testa presented the application stating that she would like to split the lot so that her son could construct a new home on the back 5 acres of the lot. She noted that she has an existing driveway easement to the back lot, but that it would have to cut through the woods and wetlands. She also noted that the lot is surrounded by Caesars Creek State Park and thus the area would not see future development that would compound any potential issues related to additional development. Discussion followed on the application and concerns were raised about traffic safety issues in the area and related to the site in question. In addition, commissioners voiced concerns about the future implications of having a common driveway remain with the new lot as ownership could change in the future. Mr. Stuckert also noted that ODOT has not given final approval on the site.

The variance was approved, with the condition that the common driveway be split and separated with the respective lots and that ODOT provide final approval by motion from Mr. Robert Thobaben, seconded by Mr. Kerry Steed and a roll call vote: 9 yea, 0 nay, 0 abstention.

Application 2017-15: Request to Rezone from Industrial I-2 to Planned Unit Development (PUD)—Alkermes

Request to rezone from Industrial I-2 to PUD pursuant to the Clinton County Zoning Resolution and Clinton County Subdivision Regulations (Application #2017-15) for a new, multi-phase development on Olinger Circle in Union Township Township, presented by Mr. Tim Elmore of Alkermes.

Mr. Elmore provided a PowerPoint presentation on the proposed PUD for the multi-phased development of the existing site for Alkermes. The new development would maintain the current regulations for the existing I-2 zone except for four yard setbacks less than 100', a new guard house, and will exceed the lot coverage requirements. In all, the PUD will include 13 total amenities (10 major, 3 minor) to meet the amenities requirement for PUD's. To counter the increase in impervious area, the applicant will be providing significant landscaping improvements and provided renderings to the landscape plans and architectural improvements. Executive Director Mr. Taylor Stuckert noted that the applicant will return to the RPC for site plan review for each phase of the development and that the proposed rezoning would be recorded on a mylar. Discussion and questions from the board focused on drainage and lighting concerns to which the applicant provided satisfactory answers. The board also expressed appreciation for how well the presentation was structured and that the applicant met all the requirements sufficiently for the PUD request.

The rezoning recommendation was approved with the requirement that the final approval be recorded on a mylar by motion from Mr. Robert Thobaben, seconded by Mr. Dwayne Dearth and a roll call vote: 9 yea, 0 nay, 0 abstention.

Application 2017-16: Access Management Variance—Detweiler

Variance Request pursuant to the Clinton County Access Management Regulations (Application #2017-16) for the allowance of a driveway spaced 100' feet closer than regulations allow from the next drive to the west owned by the applicant on Townsend Road in Clark Township presented by the applicant Mr. Linford Detweiler.

Executive Director Mr. Taylor Stuckert introduced the application and stated that the property in question has enough spacing to place a second driveway, but that the applicant was wishing to place 100' feet closer than allowed due existing site conditions. The applicant, Mr. Detweiler stated that the driveway entrance would be approximately 40' wide and 20' feet deep, and would be similar to a previously-approved entrance at their adjacent property. Discussion followed on the nature of the activities at the site and the design of the driveway.

The variance was approved by motion from Mr. Dwayne Dearth, seconded by Mr. Kerry Steed and a roll call vote: 9 yea, 0 nay, 0 abstention.

Application 2017-18: Site Plan Review—Sunrise Cooperative

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-18) for the construction of a new machine shop and propane tanks on Starbuck Road in Union Township, presented by Mr. Michael Seeger, Choice One Engineering on behalf of the applicant Sunrise Cooperative. Mr. Seeger provided an overview of the project to the commission. A letter from the Clinton County Engineer's Office affirming approval of storm water plans and calculations was presented as well as a letter demonstrating approval of the OEPA's Notice of Intent (NOI). Discussion followed on the nature of the maintenance work to be performed in the machine shop. Executive Director Mr. Taylor Stuckert recommended approval of the site. The site plan was approved by motion from Mr. Dwayne Dearth, seconded by Mr. John Carman 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. Dwayne Dearth at approx. 8:32 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

June 27, 2017

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

ROLL CALL

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

Mr. Rick Walker
Mr. Robert Thobaben
Mr. Dwayne Dearth

The Commission attained a quorum.

A motion to approve the agenda by Treasurer Mr. Dwayne Dearth, seconded by Secretary Mr. Robert Thobaben and a voice vote: 3 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: one land bank admin bill, an invoice for Fellows administration, and Travel Reimbursement for mileage. Payment of the invoices was approved by motion from Secretary Mr. Robert Thobaben, seconded by Treasurer Mr. Dwayne Dearth and a roll call vote: 3 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission concluded by motion from Treasurer Mr. Dwayne Dearth at approx. 6:13pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

July 18, 2017

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

ROLL CALL

Chairman Mr. Rick Walker called the meeting to order at approximately 7:20 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

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|-----------------------|---------------------|----------------|
| Mr. Dwayne Dearth | Mr. Dean Hawk | Mr. Bruce Beam |
| Mr. John Carman | Mr. James Myers | |
| Ms. Michelle Morrison | Mr. Donald Spurling | |
| Mr. Robert Thobaben | Ms. Ruth Brindle | |
| Mr. Rick Walker | Mr. John Cohmer | |
| Mr. Kerry Steed | Mr. Van Pratt | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the May 16, 2017 RPC meeting were presented and approved by motion from Ms. Michelle Morrison, seconded by Mr. John Carman and a voice vote: all yea.

Minutes of the June 27, 2017 RPC executive committee meeting were presented and approved by motion from Mr. Robert Thobaben, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and two invoices for UC Co-Op contract and website costs were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Mr. Kerry Steed and a roll call vote: 13 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-22: Site Plan Review—Sunrise Cooperative Storage

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-22) for the three new propane tanks on Starbuck Road in Union Township, presented by the applicant Sunrise Cooperative. The provided an overview of the project to the commission, which involves a 30,000 gallon and two 18,000 gallon propane tanks, as well as new fence and security additions. A letter from the Clinton County Engineer's Office affirming the proposed tanks would not affect the previously-approved site plan was presented. Discussion followed on safety precautions related to the tank, the site, and the unused rail spur adjacent to the site. Executive Director Mr. Taylor Stuckert recommended approval of the site plan. The site plan was approved by motion from Mr. Bruce Beam, seconded by Mr. Kerry Steed and a roll call vote: 12 yea, 1 nay, 0 abstention.

Clinton Community Fellows Introduction

The 2017 Clinton Community Fellows introduced themselves to the commission and briefed the group their individual backgrounds and the matches for the program. The program runs through the beginning of August with the final presentation taking place on Wednesday, August 9th at 6pm.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. Kerry Steed at approx. 8:20 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

August 15, 2017

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

ROLL CALL

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

| | | |
|-----------------------|---------------------------|---------------------|
| Mr. Dwayne Dearth | Mr. Dean Hawk | Ms. Dauna Armstrong |
| Mr. John Carman | Mr. James Myers | |
| Ms. Michelle Morrison | Mr. Donald Spurling | |
| Mr. Robert Thobaben | Ms. Ruth Brindle (7:22pm) | |
| Mr. Rick Walker | Mr. Matt Purkey | |
| Mr. Ryan Bowman | Mr. Van Pratt | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the July 18, 2017 RPC meeting were presented and approved by motion from Mr. Donald Spurling, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and one invoice for land bank admin were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bill were approved by motion from Mr. Dwayne Dearth, seconded by Mr. Donald Spurling and a roll call vote: 13 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-24: Site Plan Review—Denehy

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-24) for the construction of a 5700 square foot building on SR 73 South in Green Township, presented by the applicant Jerry Kyle Denehy/JD Green Parts. The applicant provided an overview of the project to the commission, which involves the construction of a new building that will be used to service equipment and will not include any offices or sanitary facilities. The development was not large enough to warrant storm water review. Questions from the commission related to impact on neighboring properties and the existing gravel drive. Executive Director Mr. Taylor Stuckert recommended approval of the site plan. The site plan was approved by motion from Mr. Donald Spurling, seconded by Ms. Michelle Morrison and a roll call vote: 13 yea, 0 nay, 0 abstention.

Application 2017-25: Site Plan Review—Alkermes

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-25) for a proposed development on Olinger Circle in Union Township, presented by the applicant Alkermes, Inc. The applicant provided an overview of the

project to the commission, which a 175,000 sq.ft. parking lot and a new guard shack. The applicant stated that this is phase 1 of a multi-phase development following the approved PUD-2. A letter from the Clinton County Engineer's Office stated that the current storm water infrastructure will handle this phase of the development, but further storm water work will be needed for future phases. Discussion followed on the proposed lighting of the lot and lot accessibility. Executive Director Mr. Taylor Stuckert recommended approval of the site plan. The site plan was approved by motion from Mr. John Carman, seconded by Mr. Robert Thobaben and a roll call vote: 13 yea, 0 nay, 0 abstention.

2018 Estimated Revenues

Executive Director Mr. Taylor Stuckert presented project revenues for 2018. The project revenues were approved by motion from Ms. Dauna Armstrong, seconded by Mr. James Myers and a roll call vote: 13 yea, 0 nay, 0 abstention.

Budget Line Item Transfer

Executive Director Mr. Taylor Stuckert presented a request to move \$15,000 from the unallocated fund to "contract services" in order to cover projected remaining expenses for 2017. The project revenues were approved by motion from Mr. Robert Thobaben, seconded by Mr. Dwayne Dearth and a roll call vote: 13 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. Dean Hawk at approx. 8:00 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

October 4, 2017

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

ROLL CALL

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

Mr. Rick Walker
Ms. Michelle Morrison
Mr. Dwayne Dearth
Excused: Mr. Van Pratt, Mr. Bob Thobaben

The Commission attained a quorum.

A motion to approve the agenda by Vice Chair Ms. Michelle Morrison, seconded by Chairman Mr. Rick Walker and a voice vote all yea.

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: one land bank admin bill, Warren County RPC contract services (Wilmington Zoning Update consulting), and Travel Reimbursement for mileage and airfare to conference. Payment of the invoices was approved by motion from Treasurer Mr. Dwayne Dearth and a second by Chairman Mr. Rick Walker and a roll call vote: 3 yea, 0 nay, 0 abstention.

Executive Director Mr. Taylor Stuckert presented the 2018 Budget recommendation to the board for discussion. Discussion focused on changes from 2017 to 2018, namely the hiring of a new staff and reduction of contract services. The 2018 Budget recommendation was approved by motion from Treasurer Mr. Dwayne Dearth, second by Chairman Mr. Rick Walker and a roll call vote: 3 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Chairman Mr. Rick Walker at approx. 6:33pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

October 17, 2017

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

ROLL CALL

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

Mr. Dwayne Dearth

Mr. John Carman

Ms. Michelle Morrison

Mr. Robert Thobaben

Mr. Rick Walker

Mr. Jon Branstrator

Mr. Dean Hawk

Mr. Brook Edwards

Mr. Donald Spurling

Ms. Ruth Brindle

Mr. Kerry Steed

Mr. John Cohmer

Ms. Dauna Armstrong

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the August 15, 2017 RPC meeting were presented and approved by motion from Ms. Dauna Armstrong, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

Minutes of the October 4, 2017 RPC Executive Committee meeting were presented and approved by motion from Mr. Dwayne Dearth, 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 three invoices for land bank admin, printer supplies, and office supplies were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Dwayne Dearth, seconded by Mr. Don Spurling and a roll call vote: 13 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-31: Site Plan Review—Alkermes

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-31) for a proposed development on Olinger Circle in Union Township, presented by the applicant Alkermes, Inc. The applicant provided an overview of the project to the commission, which includes an addition of 60,000 square feet in two stories of office space on the existing structure, an additional 220 parking spaces, and a new, 101,000 square foot building (both floors). The applicant stated that this is phase 2 of a multi-phase development following the approved PUD-2. A letter from the Clinton County Engineer's Office stated that they have reviewed and approved the storm water management plans for this project. The

applicant presented a PowerPoint presentation on the overall site plan, renderings and elevation drawings, utility plans, and lighting plans. Discussion followed on considerations for permeable pavement and water fowl management with the airport nearby. The applicant stated that they considered pervious pavement options, but the site did not work well for such materials and that the storm water management ponds will not be retaining water for long periods of time and will mostly be empty. The applicant stated that the proposed expansion will increase employment up to 1,000 employees by next year. Executive Director Mr. Taylor Stuckert recommended that a traffic impact study be contributed to the City of Wilmington since the only access roads are City streets. Mr. Stuckert recommended that this study be a contingency for approval of the site plan, but does not need to hold up the permitting process and can be completed by next Spring, to which the applicant agreed. Interest was expressed in a site visit and tour when appropriate to which the applicant also agreed. The site plan was approved, with a contingency that a future traffic impact study be contributed to the City of Wilmington by motion from Mr. John Carman, seconded by Mr. Donald Spurling and a roll call vote: 13 yea, 0 nay, 0 abstention.

Application 2017-32: Access Management Variance—Hoak

Variance Request pursuant to the Clinton County Access Management Regulations (Application 2017-32) for the allowance of a minor subdivision with an access easement on an existing lane spaced 550' feet from the next drive to the North on State Route 729 in Green Township presented by the applicant Mr. Jeffery Hoak.

Mr. Hoak noted that his family is planning on placing hundreds of surrounding acres in a farm conservation easement program forever preventing future development along this stretch. He stated that they had considered compliant locations to the north but the topography leaves the area to the north wet. Executive Director Mr. Taylor Stuckert provided additional input that the applicant as an existing access easement from the lane adjacent to the proposed new lot, which would then require direct access to State Route 729. However, Mr. Stuckert noted ODOT has yet to provide feedback to the application and requested that this approval be contingent on such approval.

The variance was approved contingent upon ODOT final approval by motion from Mr. Dwayne Dearth, seconded by Mr. Donald Spurling and a roll call vote: 13 yea, 0 nay, 0 abstention.

*Note: Brook Edwards had to depart early at 7:47pm.

2018 Budget

Executive Director Mr. Taylor Stuckert presented the Executive Committee's proposed budget for 2018, discussion followed. Changes for next year will include the hiring of staff in May of 2018. The final budget was approved by motion from Mr. John Carman, seconded by Mr. John Cohmer and a roll call vote: 12 yea, 0 nay, 0 abstention.

Resolution 2017-04—Electronic Signature Policy

Executive Director Mr. Taylor Stuckert presented an electronic signature policy as provided by the Clinton County Auditor's office, which would enable the RPC to submit paperless invoice requests. Mr. Stuckert noted that nothing will change in the current process and the commission will still approve each invoice. The resolution was approved by motion from Mr. Dwayne Dearth, seconded by Ms. Michelle Morrison and a roll call vote: 12 yea, 0 nay, 0 abstention.

2018 Nomination Committee

Mr. Robert Thobaben and Mr. Rick Walker were nominated to leader the nomination committee for 2018 Executive Committee members by motion from Mr. John Carman, seconded by Mr. Donald Spurling and a voice vote: all yea.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. John Cohmer at approx. 8:33 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

November 21, 2017

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

ROLL CALL

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

| | | |
|---------------------|---------------------|-------------------|
| Mr. Dwayne Dearth | Mr. Dean Hawk | Mr. Damien Snyder |
| Mr. Bruce Beam | Mr. Ryan Bowman | |
| Mr. James Myers | Mr. Donald Spurling | |
| Mr. Robert Thobaben | Ms. Ruth Brindle | |
| Mr. Rick Walker | Mr. Kerry Steed | |
| Mr. Jon Branstrator | Mr. John Cohmer | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the October 17, 2017 RPC meeting were presented and approved by motion from Dwayne Dearth, seconded by Mr. James Myers and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and five invoices for land bank admin, office supplies, travel reimbursement, APA membership, and workshop registration were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. Dwayne Dearth, seconded by Mr. Ryan Bowman and a roll call vote: 13 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-26: Request to Rezone from Agriculture-Residential Transition District A-3 to Planned Unit Development (PUD)—Joshua Schlabach.

Request to rezone from Agriculture-Residential Transition District A-3 to PUD-03 pursuant to the Clinton County Zoning Resolution and Clinton County Subdivision Regulations (Application #2017-26) for a home improvement sales business in Chester Township, presented by Mr. Joshua Schlabach.

Mr. Schlabach presented on the existing conditions of the site, proposed expansions, uses, and amenities that are to be included in the PUD. Executive Director Mr. Taylor Stuckert discussed how the previous proposal for a straight-rezone was not going to be compatible with the area plan, and that the PUD would allow for restricted use and site design amenities that would make the proposed use more compatible with area. Mr. Stuckert also presented draft language that

he would recommend be recorded with the plat as well as adding language that says, "Where no standard is included with this PUD Record Plan, the standards of the most current Clinton County Zoning Resolution shall apply." There was some discussion from the board regarding the proposed uses and confirming that new developments would be reviewed through the Site Plan Review process.

The rezoning recommendation including the two recommendations from the Executive Director was approved with the by motion from Mr. Dwayne Dearth, seconded by Mr. Donald Spurling and a roll call vote: 13 yea, 0 nay, 0 abstention.

Application 2017-37: Harvest Bend Major Subdivision—Preliminary Plan

An application for a preliminary plan of a Major Subdivision pursuant to the Clinton County Subdivision Regulations (Application 2017-37) for the preliminary approval of a major subdivision with 35 proposed lots along State Route 730 and McGuinn Road in Union Township presented by Mr. Tom Purtell, McCarty and Associates on behalf of the applicant LT Land Development.

Mr. Purtell presented the proposed subdivision and development proposal to the commission noting that the applicant is seeking preliminary approval before moving forward with the development, discussion followed. Some initial questions from the commission related to water jurisdiction, which the applicant noted would be finalized following this level of review, and fire/emergency vehicle access, to which the Executive Director Mr. Taylor Stuckert noted would need approval prior to the next stage approval.

Mr. Stuckert shared feedback from Union Township trustees, which were primarily concerned about needed improvements on McGuinn Road, and are accepting of the proposed intersection on 730 being in a 50' right of way, so long as required improvements can be made. Mr. Stuckert also noted, per the County Engineer's office, that several items still need to be completed prior to any approval beyond this stage including: Site profiles for each proposed new intersection per Section 300.13.B.2.h.VII of the Clinton County Subdivision Regulations; cross section improvements on McGuinn Road on half closest to the development (and potentially SR 730 per ODOT); dedication of 35' right of way along both McGuinn Road and State Route 730; existing and proposed storm water management systems (including the size and elevations of upstream and downstream drainage structures); proposed drainage easements; proposed utility easements; profiles of each street centerline; horizontal and vertical curve data, pavement widths, pavement radii, centerline bearings, and stationing; proposed driveway locations for each proposed lot. Additionally, it was recommended by the Engineer's Office that the development be enrolled in the ditch maintenance program as administered by the Clinton County Engineer and the Clinton County Soil and Water Conservation District.

Mr. Stuckert mentioned that he spoke with a representative from the Ohio Department of Transportation (ODOT) regarding the proposed development. According to Mr. Stuckert, ODOT was generally satisfied with the development proposal as it did not exceed their minimum threshold for traffic impact study (TIS). However, Mr. Stuckert noted that ODOT would like to have a traffic analysis completed to determine if a TIS or turn lane warrant analysis will need completed.

Mr. Stuckert also presented a letter from the Clinton County Health Department stating that soil evaluations and further site analysis will be needed for final recommendations on septic capacity. The Health Department did note that lots 29-32 will likely need reduced from 4 lots to 3 due to size constraints and contours that will likely affect septic capacity.

Finally, Mr. Stuckert noted that Harvest Bend Road should dead end at the first cul-de-sac (heading east and then north from McGuinn Road), and the remaining two segments to the east should be renamed. Mr. Stuckert recommended the approval of the preliminary application contingent on all the comments from the Clinton County Engineer's Office, Clinton County Health Department, ODOT, and Union Township Trustees be satisfied.

There were two members from the public who attended the hearing who voiced concerns about the potential for traffic safety issues caused by the development and asked the RPC to consider this as the development continues through the review process.

A motion to approve the preliminary plan contingent staff recommendation of meeting the criteria provided by all of the contributing agencies was made by Mr. Bruce Beam, seconded by Mr. James Myers and a roll call vote: 12 yea, 0 nay, 1 abstention.

2018 Work Plan

Executive Director Mr. Taylor Stuckert presented the proposed work plan for the RPC for 2018, discussion followed. The work plan was approved by motion from Mr. Robert Thobaben, seconded by Mr. Dwayne Dearth and a roll call vote: 13 yea, 0 nay, 0 abstention.

RPC Executive Committee Nominations 2018

Chairman Mr. Rick Walker and Secretary Mr. Robert Thobaben presented their findings from the nominating committee for executive committee positions. There were six volunteers for the five positions: Don Spurling, Bob Thobaben, Dwayne Dearth, John Cohmer, Jon Branstrator, and Michelle Morrison.

The following nominations and elections were made:

Chairperson: Mr. Dwayne Dearth nominated by Mr. Rick Walker. Approved by motion from Mr. Don Spurling motion, seconded by Mr. John Cohmer and a voice vote: all yea.

Vice-Chair: Ms. Michelle Morrison nominated by Mr. Don Spurling. Approved by motion from Mr. Dwayne Dearth, seconded by Mr. James Myers and a voice vote: all yea.

Associate Vice-Chair: Mr. John Cohmer nominated by Mr. Dwayne Dearth. Approved by motion from Mr. Kerry Steed, seconded by Mr. Ryan Bowman and a voice vote: all yea.

Treasurer: Mr. Jim Myers nominated by Mr. Dwayne Dearth. Approved by motion from Mr. Kerry Steed, seconded by Mr. Ryan Bowman and a voice vote: all yea.

Secretary: Mr. Bob Thobaben nominated by self. Approved by motion from Mr. Dwayne Dearth, seconded by Mr. Jon Branstrator and a voice vote: all yea.

EXECUTIVE DIRECTOR'S REPORT

With no further business to conduct, the Commission concluded by motion from Mr. Robert Thobaben at approx. 8:13 pm.

Respectfully submitted and approved this _____ day of _____ 2017.

Rick Walker, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

December 19, 2017

Cherrybend Pheasant Farm, 2326 Cherrybend Road, Wilmington, OH

ROLL CALL

Chairman Mr. Rick Walker called the meeting to order at approximately 6:40 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

| | |
|---------------------|-----------------|
| Mr. Dwayne Dearth | Mr. Kerry Steed |
| Mr. Bruce Beam | Mr. John Cohmer |
| Mr. James Myers | Mr. Matt Purkey |
| Mr. Robert Thobaben | Mr. John Carman |
| Mr. Rick Walker | |
| Ms. Dauna Armstrong | |

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the November 21, 2017 RPC meeting were presented and approved by motion from Mr. Matt Purkey, seconded by Mr. Dwayne Dearth and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and six invoices for land bank admin, office furniture, travel reimbursement, UC Co-Op, and 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. Dwayne Dearth and a roll call vote: 10 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

NEW BUSINESS

Application 2017-42: Site Plan Review—Jefferson Township Fire Station

Site Plan Review pursuant to the Clinton County Zoning Resolution (Application #2017-42) for a proposed fire station on US 68 South in Jefferson Township, presented on behalf of the applicant by Mr. Jerrold Bradley of McCarty and Associates. Mr. Bradley provided an overview of the project to the commission, which includes a 7500 square foot, 5-bay fire station on the old Jefferson Township school site. Mr. Bradley noted that in addition to the fire station, there will be communities rooms available for public use in this building. Discussion followed with some questions related to building materials, handicap accessibility, future expandability, and utility connections. Mr. Bradley responded to each of the questions to the satisfaction of the commission. Executive Director Mr. Taylor Stuckert presented a letter to the commission from the County Engineer's office stating that the storm water review had not yet been completed for the site. Mr. Stuckert's recommendation was to approved the site contingent upon the completion and payment of storm water

review fees to the Clinton County Engineer's office. The site plan was approved, contingent upon completion of the storm water review and payment of review fees, by motion from Mr. Robert Thobaben, seconded by Mr. Dwayne Dearth and a roll call vote: 10 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. 7:01 pm.

Respectfully submitted and approved this _____ day of _____ 2018.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director