

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

November 19th, 2024

Training Room, Clinton County Administration Building, 1850 Davids Dr., Wilmington, OH 45177

ROLL CALL

Chairperson Ruth Brindle called the meeting to order at approximately 7:00 p.m. local time with the following Planning Commissioners present.

Jon Branstrator	Pat Thompson	Mike McCarty	
Ruth Brindle	Michelle Morrison	Noni Wood	
John Cohmer	James Myers		
Benjamin Collings	Sally Orihood		
Andy Borton	Damian Snyder		

The Commission attained a quorum. Anya Tipton and Drew DeMarsh were also present.

Ruth Brindle made a motion to approve the agenda with two adjustments: 1) the addition of election of officers for 2025, and 2) the subtraction of October 15th minutes approval (waiting to hear from prosecutor). A motion to approve the agenda with adjustments was made by John Cohmer, seconded by Benjamin Collings, and a voice vote: all yeas.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the November 12th, 2024 Special Meeting (Executive Committee) were presented and approved by motion from Jon Branstrator, seconded by Benjamin Collings, and voice vote: all yeas.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Applicant #2024-22 – Thompson Major Subdivision (Final Plat)

Drew DeMarsh presented the staff report which discussed the applicable regulations associated with the application Regulations. The applicant was applying for the approval of a Construction/Improvement and Final Plat for the purpose of single-family residential homes along N. Curry Road in Union Township. The applicant was proposing a major subdivision of 13 lots totaling approximately 26.339 acres with 30.321 acres remaining and 1.6728 to be dedicated as public right-of-way. The applicant had previously applied for an Access Management Variance and Preliminary Plat, which were approved with contingencies by the RPC on August 20th, 2024. Staff of the Commission and the Engineer's Office have worked with the applicant on revisions. At the time of this meeting, however, the following outstanding comments from the Engineer's Office remained:

- Plans show the widening taper being performed on adjoining property. Since it is impossible to construct this taper without performing grading, please move this taper so that the "start of work" location falls on the parcel being developed (sta. 0+25 +/-). Provide some indication in the plan view as to where the pavement overlay

begins and ends. Please reference ODOT SCD BP 3.1 at these locations. Please clarify in the plans that the overlay is full-width per Section 700.03 of the Clinton County Subdivision Regulations.

- Plans indicate a widening width of 2.0'. Revise this to show a lane width of 12.0'. The widening width may vary slightly due to the location of the centerline as well as the final saw cut location. Typical all plan views.
- The cross sections should be shown full width, and should provide an accurate depiction of the pavement cross section in the widening and the overlay areas.
- Cross sections at the following stations:
 - o 0+00
 - o 0+25
 - o 0+50
 - o 0+75
 - o 1+00
 - o 1+25
 - o 1+50
 - o 14+50
 - o 14+75
 - o 15+00
 - o 15+25
 - o 15+50
 - o 15+75
 - o 16+00
 - o 19+00
 - o 19+25
 - o 19+50
 - o 19+75
 - o 20+00
 - o 20+25
- The cross section provided at Sta. 15+25 shows a frontslope of 1.2H : 1V at the culvert. Without extending this culvert or adding a headwall, the grades leading into and out of this location will exceed the 4H : 1V typical section required. Please extend this culvert (approx.. 15-20') and re-work the proposed grading. Note that the grading as you have shown it will result in the centerline of ditch falling immediately on top of the retaining wall on the field side of the ditch.
- Plans show the converging taper being performed on adjoining property. Since it is impossible to construct this taper without performing grading, please move this taper so that the "end of work" location falls on the parcel being developed (sta. 20+25 +/-).
- In accordance with the Clinton County Water Management and Sediment Control Regulations, please identify all points where drainage leaves the parcel being developed, and provide separate calculations and analysis for each discharge point.

Finally, the final plat is lacking the necessary "Certificates of Approval" as required in Section 300.13.E.7 of the Clinton County Subdivision Regulations in addition to an Engineer's Estimate of Probable Construction Costs for use in calculating the maintenance and performance guarantee amount as required by Section 900 of the Clinton County Subdivision Regulations. Bryant Abt of BA Land Pros has indicated that each of these comments will be addressed with updated plans and a recorded plat that satisfy the requirements. The recommendation of the Commission staff was to approve the Final Plat and Construction/Improvement Plan contingent upon satisfying the requirements of the Clinton County Engineer's Office.

The applicant, Trenton Thompson, informed the RPC that the developers have 10 days to acquire the asphalt and get the houses built as soon as possible. Thompson believed the team could address all outstanding concerns by Monday

(11/25/2024) so they can move forward with the asphalt. The applicant indicated that if they cannot get this done by November 29th, they would have to wait until next year to begin construction.

John Cohmer asked about the project's insurance. Applicant has made sure that DPNL has their insurance up-to-date at about \$5,000 to \$20,000. Adam Fricke needs that bond once the road is done, or a letter from Thompson's bank.

The RPC and Thompson discussed the acreage surrounding the lots, which is owned by Thompson and likely to be used as gravel for the tractors to get through. If someone bought that property and wanted to build it, they would likely have to go through a subdivision process.

A motion to approve the Final Plat and Construction/Improvement Plan contingent upon satisfying all requirements provided by the Clinton County Engineer's Office was made by Mike McCarty, seconded by Michelle Morrison, and followed by a roll call vote: 12 yea, 0 nay, 0 abstention.

FINANCIAL REPORT AND BILLS

The RPC discussed the upcoming election of officers for 2025. The election for the vacant position will take place at the December 17th, 2024 RPC meeting. Pat Thompson made a motion to approve the current slate of officers minus the Vice Chair serving for another year, seconded by Noni Wood, followed by a roll call vote: 12 yea, 0 nay, 0 abstention.

John Cohmer made a motion to nominate Michelle Morrison for the vacant Vice Chair position, seconded by Mike McCarty, and followed by a roll call vote: 11 yea, 0 nay, 1 abstention.

Drew DeMarsh raised the idea of hiring an Americorps intern with reference to the 2025 projected budget. The intern would assist staff in developing strategic plans and performing administrative tasks.

The RPC and staff discussed the annual budget. At the time of this meeting, there was an outstanding \$45,000 in dues, which should be issued by December 17th meeting. Additionally, DeMarsh indicated that the McBride Dale payments related to the updated Wilmington Subdivision Regulations were included under the Legal and Consulting bracket, which should have instead been included under General Services.

A motion to approve the financial report and bill was made by John Cohmer, seconded by Pat Thompson, and followed by a roll call: 12 yea, 0 nay, 0 abstention.

RPC STAFF UPDATE

DeMarsh indicated the staff's plans to update the County's Thoroughfare Plan, which is expected to be completed in-house. An annual report will be presented at the December 17th meeting.

OTHER BUSINESS

With no further business to conduct, the Commission adjourned by motion from John Cohmer at approx. 7:45 PM seconded by Pat Thompson, and voice vote: all yeas.

Respectfully submitted and approved this _____ day of _____ 2024.

Ruth Brindle, Chair

Drew DeMarsh, Executive Director