

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

January 28, 2020

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

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 6:04 p.m. local time, with the following Planning Commission Executive Committee members present.

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

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

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

NEW BUSINESS

Ms. Emily Long gave a presentation introducing herself to the Executive Committee.

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

A motion to exit executive session with the Executive Director pursuant to R.C. 121.22(g)(1) to consider the employment of a public employee was made by Mr. John Cohmer, seconded by Ms. Michelle Morrison and a roll call vote: 4 yea, 0 nay, 0 abstention.

Executive Director Mr. Taylor Stuckert shared a recommendation with the committee that they should consider hiring Emily Long based on the terms proposed. A motion was made by Ms. Michelle Morrison to recommend the position of Associate Director to Emily Long and authorize the Executive Director to provide an offer letter within budget and a start date to be determined, seconded by Mr. John Cohmer and a roll call vote: 4 yea, 0 nay, 0 abstention.

Request to pay invoices for the following: Office Supplies and mileage reimbursement. Payment of the invoices was approved by motion Mr. Robert Thobaben, seconded by Ms. Michelle Morrison and a roll call vote: 4 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. John Cohmer at approx. 7:17 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

February 18, 2020

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. Ryan Bowman
Ms. Ruth Brindle
Mr. John Carman

Mr. John Cohmer
Mr. Dwayne Dearth
Mr. Jim Fife
Mr. Jim Mongold
Ms. Michelle Morrison

Mr. James Myers
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. Matt Purkey and a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the December 17, 2019 RPC meeting and the January 28, 2020 RPC Executive Committee Meeting were presented and approved by motion from Mr. Mike McCarty, seconded by Ms. Michelle Morrison and a voice vote: all yea.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoices for: mileage reimbursement, office supplies, printing costs, and website costs were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills were approved by motion from Mr. John Cohmer, seconded by Ms. Ruth Brindle and a roll call vote: 15 yea, 0 nay, 0 abstention.

CHAIR'S REPORT

OLD BUSINESS

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

Request for approval of preliminary road design (contingency #5 from Preliminary Plan Approval in October 2019) of Todd's Fork Estates pursuant to the Clinton County Subdivision Regulations (Application 2019-23) for a residential subdivision presented by Mr. Bill Peelle. Mr. Peelle provided an overview of the proposed improvements to Todd's Fork Road and stated that the Adams Township Trustees have requested that the improved areas not be paved with asphalt.

Executive Director Mr. Taylor Stuckert provided the staff findings for the request. Mr. Stuckert stated that the developer is essentially building the shape of the improved road without the asphalt should the commission follow the trustees request. Mr. Stuckert added that the subdivision regulations require the developer to put in the asphalt, and that the comments from the Engineer's Office encourage this, but confirmed that the Trustees are asking that the commission not require the additional paving. Mr. Stuckert shared letters from both the Clinton County Engineer's Office and the Clinton County Prosecutor's Office on behalf of the Adams Township Trustees. Mr. Stuckert said that the Trustees are concerned that if there is no future development, it will require them to maintain additional road infrastructure that is not getting utilized because there is limited area for future development along the road. Mr. Stuckert stated that he relies upon the Clinton

County Engineer's Office for guidance on roadway design standards and agrees with the comments outlined in their letter, but given the concerns Adams Township Trustees, he feels that the deviation to the standards can be justified, but only limited to the pavement of asphalt, and still requiring all other improvements to the roadway follow County standards accordingly. Mr. Stuckert said that staff recommendation, based upon review of the application and agency comments received, was to approve the preliminary road design as presented.

Discussion followed Mr. Stuckert's presentation of staff report. Member of the public Ms. Lora Walker raised general concerns about the proposal of a new subdivision on the road and concerns about the impact of traffic on other roads. Member of the public Mr. Mark Tipton also expressed concerns regarding Todd's Fork Road related to existing bridges, non-recoverable shoulders, and felt that the RPC should give consideration to the potential for additional danger coming to the road with the increase in traffic. Member of the public Mr. Kevin Engle raised concerns about existing conditions on the road affecting safety and the potential for the proposed development to have on worsening safety on the road. Mr. Stuckert responded that staff relies on the analysis and guidance of the Clinton County Engineer's Office, which did not share these concerns. Mr. Stuckert re-read his staff recommendation which was to accept the preliminary road design as presented.

A motion to accept the preliminary road design as presented was made by Ms. Dauna Armstrong, seconded by Mr. Matt Purkey and a roll call vote: 13 yea, 1 nay, 1 abstention.

NEW BUSINESS

Application 2020-01: Request to Rezone

Requested Zoning Change from A-1 to R-R at Parcel # 010030201000000 (Application #2020-01) in Adams Township. Executive Director Mr. Taylor Stuckert notified the board that the applicant could not make the meeting due to illness and asked that the application be tabled until the March meeting.

The rezoning application was tabled until the March meeting by motion from Mr. John Cohmer, seconded by Mr. John Carman and a roll call vote: 15 yea, 0 nay, 0 abstention.

Application 2020-02: Access Management—BHJG, LLC/Petrey, Vernon Township

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2020-02) for the allowance of new lot split with the original tract having approximately 547 feet of frontage and the regulations requiring 600 feet of space between driveways, and the existing driveway is approximately 400 feet from the next closest driveway. Sworn testimony on behalf of the request was provided by Mr. Darrell Petrey whose oath was administered by Assistant Prosecutor Mr. Justin Dickman.

Mr. Petrey stated in his testimony that he is looking to purchase a subdivided portion of the property located at parcel #300021902000000 in Vernon Township. Mr. Petrey would like to subdivide 3-4 acres from the total 104.05 acres with frontage on State Route 350. Mr. Petrey testified that there is a historic residential structure that he would like to renovate on the property. Mr. Petrey testified that the owner, BHJG, LLC. would like to have frontage on SR 350 as well.

Executive Director Mr. Taylor Stuckert presented the staff findings for the request. Mr. Stuckert stated that the Clinton County Engineer's Office and the Ohio Department of Transportation (ODOT) presented comments on the request. Both the Engineer's Office and ODOT expressed concerns about the location of the existing driveway and both requested that should a variance be granted, that the applicant be required to move the access to the property to the west, which would allow safe sight distance in both directions. Mr. Stuckert noted that Section 4.02 of the Access Management Regulations provides the criteria for granting a variance, of which are all required to be met. Mr. Stuckert stated that in order to meet criteria A and B, E, and F, staff would recommend that any variance be contingent upon the recommendations from both the Clinton County Engineer and ODOT to remove the existing driveway and require a new driveway be placed in a location determined to be safe by the Clinton County Engineer's Office.

Mr. Petrey asked if the agencies had reviewed the eastern portion property close to the adjacent driveway as an option for a new driveway. Mr. Stuckert stated that he cannot confirm that, but that he would anticipate that they had. Mr. Jim Fife asked if it would be possible for staff to confirm that the area being discussed was not an unsafe location for a new driveway. Mr. Stuckert stated that he could confirm the location with the agencies as a contingency for approval.

Mr. Stuckert stated that, based upon review of the application and agency comments received, staff recommends approval of the variance request contingent upon the existing driveway being removed and to confirm the area east of the current drive having been reviewed by the Engineer's office, and should it not be safe, a new driveway be placed to the west of the residential structure in a location approved by the County Engineer, and that the remaining acreage remain a non-building lot (exempt) and that any frontage granted to BHJG be restricted to the same, single access point to the residential use.

The request for variance was approved contingent upon the existing drive being removed, a new driveway being constructed in a safe location as determined by the Clinton County Engineer's Office, and that there only be one access point to both properties in order to satisfy criteria in Section 4.02 of the Clinton County Access Management Regulations by motion from Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 15 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. 8:42 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

April 21, 2020

Virtual Meeting on Zoom

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:00 p.m. local time, with the following Planning Commission Executive Committee members present.

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

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

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

NEW BUSINESS

Application 2020-04: Access Management—Fornshell/SF Homes, LLC.

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2020-04) for the allowance of new lot configurations at 5580, 5618, and 5630 W SR 73, Chester Township. Sworn testimony on behalf of the request was provided by Mr. Scott Fornshell whose oath was administered by Assistant Prosecutor Mr. Justin Dickman.

Mr. Fornshell stated in his testimony that he looking to reconfigure the existing lots at this site and build new residential structures as presented on the submitted plans with the application. Executive Director Mr. Taylor Stuckert presented his staff findings for the request. In his report, Mr. Stuckert stated that the Clinton County Engineer's Office and the Ohio Department of Transportation (ODOT) presented comments on the request. ODOT's comments requested that all three of the new lots be accessed through one shared drive. The Engineer's comments affirmed this recommendation.

Mr. Stuckert noted that Section 4.02 of the Access Management Regulations provides the criteria for granting a variance, of which are all required to be met. Mr. Stuckert stated that following his review of the application, he felt that the applicant satisfied these criteria. Mr. Stuckert stated that, based upon review of the application and agency comments received, and criteria being satisfied, staff recommends approval of the variance following ODOT's recommendation of a single access drive for all three lots.

The request for variance was approved by motion from Ms. Michelle Morrison, seconded by Mr. John Cohmer and a roll call vote: 5 yea, 0 nay, 0 abstention.

Application 2020-07: Access Management—Ritchie Lamb

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2020-07) for the allowance of new lot configurations at 4980 and 5048 SR 350, Vernon Township. Sworn testimony on behalf of the request was provided by Mr. Ritchie Lamb whose oath was administered by Assistant Prosecutor Mr. Justin Dickman.

Mr. Lamb stated in his testimony that he is changing property boundaries around the two existing residential structures, but nothing else will be changed. Mr. Dwayne Dearth asked the applicant if he owned the adjacent campground to which the applicant said he did not. Executive Director Mr. Taylor Stuckert presented his staff findings for the request. In his report, Mr. Stuckert stated that the Clinton County Engineer's Office and the Ohio Department of Transportation (ODOT)

presented comments on the request. Neither ODOT nor the Engineer's Office had any suggested changes to the proposed configuration.

Mr. Stuckert noted that Section 4.02 of the Access Management Regulations provides the criteria for granting a variance, of which are all required to be met. Mr. Stuckert stated following his review of the application, he felt that the applicant satisfied these criteria. Mr. Stuckert stated that, based upon review of the application and agency comments received, and criteria being satisfied, staff recommends approval of the variance.

The request for variance was approved by motion from Mr. John Cohmer, seconded by Mr. Robert Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

Maintenance Edits to Clinton County Zoning Resolution

Maintenance edits to the Clinton County Zoning Resolution, presented by Executive Director Mr. Taylor Stuckert and Assistant Prosecutor Mr. Justin Dickman. A general discussion followed on the details of the edits to various sections and the addition of a new section on Blighted Properties. Mr. Dickman gave an overview of the new section and its purpose. Mr. Robert Thobaben asked about enforcement of this new provision to which Mr. Dickman stated that it would follow the same protocols as current zoning enforcement.

The edits to the Clinton County Zoning Resolution were approved by motion from Ms. Michelle Morrison, seconded by Mr. John Cohmer and a roll call vote: 5 yea, 0 nay, 0 abstention.

Modification to Hire Date for New Employee

Executive Director Mr. Taylor Stuckert stated that the incoming Associate Director, Ms. Emily Long is prepared to start May 11th rather than May 26th given the changes in her plans due to COVID-19. Discussion.

A motion to authorize the Executive Director to modify the offer letter to Ms. Emily Long to include a start date of May 11th and appropriate funds for this change was made by Mr. John Cohmer, seconded by Mr. Jon Branstrator and a roll call vote: 5 yea, 0 nay, 0 abstention.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoices for: software renewals, contract payments, conference registration, as well as corrections to January (\$155.85 to \$154.50) and February (\$111 to \$112.70) mileage reimbursements were presented by Executive Director Mr. Taylor Stuckert. The financial statement and bills, as well as previous month corrections were approved by motion from Ms. Michelle Morrison, seconded by Mr. Robert Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben at approx. 7:48 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

May 19, 2020

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. Matt Purkey
Mr. James Myers
Mr. John Carman
Ms. Ruth Brindle
Mr. Jim Fife
Mr. Ryan Bowman

Ms. Michelle Morrison
Mr. Dwayne Dearth
Mr. John Cohmer
Mr. Jon Branstrator
Ms. Dauna Armstrong
Mr. Rick Walker

Mr. Robert Thobaben
Ms. Sally Orihood
Mr. James Mongold
Ms. Michelle Morrison
Ms. Brenda Woods

The Commission attained a quorum.

A motion 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 April 21, 2020 RPC meeting were presented and approved by motion from Mr. Robert Thobaben, seconded by Mr. John Cohmer and a voice vote: all yea.

NEW BUSINESS

Application 2020-08: Major Subdivision Final Plat—Donald Johnson.

Major Subdivision Final Plat pursuant to the Clinton County Subdivision Regulations (Application 2020-08) for the allowance of new lot configurations around the intersection of Hale and Haney Roads from fifteen (15) existing, building lots to six (6) in Adams Township.

Executive Director Mr. Taylor Stuckert presented his staff findings for the request. In his report, Mr. Stuckert stated that the Clinton County Engineer's Office, Building and Zoning Department, and the Health Department presented comments on the request. Mr. Stuckert noted that the applicant needs to replace "record plan" with "final plat" on the plan. Mr. Stuckert stated that, based upon review of the application and agency comments received, and criteria being satisfied, staff recommends approval of the Final Plat as presented as it fulfills the purpose and intent of the Subdivision Regulations and meets the standards and requirements of the Subdivision Regulations.

Mr. Donald Johnson was satisfied with the report explanation. Mr. Robert Thobaben asked about the access points on the lots. Mr. Stuckert and Mr. Johnson clarified the access points on Hale Road.

The Major Subdivision Final Plat was approved by motion from Mr. John Carman, seconded by Mr. Jim Myers and a roll call vote: 14 yea, 0 nay, 1 abstention.

Application 2020-11: Construction/Improvement Plans for Todd's Fork Estates—G&L Development

Request for approval of construction/improvement plans for Todd's Fork Estates pursuant to the Clinton County Subdivision Regulations (Application 2020-11) for a residential subdivision in Adams Township. The applicant received contingent Preliminary Plan Approval with nine contingencies listed to be satisfied on October 15, 2019. The applicant satisfied the contingencies by the February 18, 2020 Commission meeting. Per Section 300.05 (G) and 300.13 (C) of the Clinton County Subdivision Regulations, the applicant is now requesting review of the Construction Plan for the subdivision.

Executive Director Mr. Taylor Stuckert stated that there were a number of updates and letters regarding the application. This included a letter from the law firm Manley Burke on behalf of adjoining property owners Mark Tipton and Kevin Engle on the morning of May 19, 2020. The letter, which is 8 pages, outlines a number of items that the neighbors feel are deficient in the Construction Plan submission.

Mr. Stuckert provided the staff findings for the request. Staff received comments from the Clinton County Health District stating that the applicant will need to complete a review to be in compliance with OAC 3701-29-08 prior to Final Plat, but that the Health District has no objections to the Commission approving Construction Plans prior to this review.

Comments from Western Water indicate that the developer has received approval for the water main extension along Todd's Fork Road from both Western Water and the Ohio Environmental Protection Agency. Western Water indicated that while they have not reviewed items within the subdivision, they have reviewed and approved their ability to service water to the proposed development.

Comments from both the Clinton County Soil and Water Conservation District and the Clinton County Engineer's Office indicate several outstanding items from the developer that need to be satisfied in order for their offices to recommend approval of the Construction Plan.

Mr. Stuckert stated neither he nor the Prosecutor's Office have had adequate time to review the public comments and that Staff recommends to table the application until June 16, 2020. As a courtesy to those concerned, Staff wants to provide an adequate response and address each concern presented in the letter.

Discussion followed Mr. Stuckert's presentation of the staff report. Mr. Bill Peele, attorney representing G&L Development, stated that he understands the status of the application and is looking forward to the meeting in June. Mr. Robert Thobaben inquired about the communication with the Township Trustees and the school system. Mr. Stuckert stated that the Township Trustees and school representatives are aware of the preliminary plan and are copied on comments from the Clinton County Engineer's Office.

Member of the public Mr. Mark Tipton raised general concerns about the environmental impact of the proposed subdivision. Mr. Tipton suggested that the RPC should give consideration to Ohio EPA's work in the area and consult with the Ohio EPA and Ohio Department of Natural Resources. Kathleen Ryan, attorney representing adjacent property owners Mr. Mark Tipton and Mr. Kevin Engle, addressed concerns outlined in the letter sent to the RPC from the law firm Manley Burke earlier in the day. Member of the public Mr. Kevin Engle raised concerns about the road safety with bussing from Clinton Massie School District. Mr. Engle suggested that the RPC needs to consider the safety of the roads and the people who have to travel them.

A motion to table this application until June 16, 2020 CCRPC meeting was made by Mr. John Cohmer, seconded by Mr. Ryan Bowman and a roll call vote: 15 yea, 0 nay, 0 abstention.

Application 2020-14: Access Management—Carol Ilg

Variance Request pursuant to the Clinton County Access Management Requirements (Application 2020-14) on driveway separation requirements of 750 feet in order to subdivide the house and 2.875 acres from the 89.599-acre farm parcel in Green Township. The applicant currently has 650 feet between driveways.

Executive Director Mr. Taylor Stuckert presented his staff findings for the request. In his report, Mr. Stuckert stated that the Clinton County Engineer's Office and the Ohio Department of Transportation (ODOT) presented comments on the request. Both sets of comments were in support of the proposed reconfiguration, with ODOT requesting additional restrictions in order to support the variance.

Mr. Stuckert noted that Section 4.02 of the Access Management Regulations provides the criteria for granting a variance, of which are all required to be met. Mr. Stuckert stated that following his review of the application, he felt that the applicant satisfied these criteria. Mr. Stuckert also noted the Unnecessary Hardship Test from ORC 5552.07 is to be applied to each variance request. Mr. Stuckert stated that, based upon review of the application and agency comments received, and criteria being satisfied, staff recommends approval contingent upon any additional driveway(s) be subject to ODOT review and permit requirements as per ODOT's State Highway Access Management Manual, and also a note be placed on the plat acknowledging no new driveways be established between the two houses.

Ms. Carol Ilg stated that she is happy with all contingencies. Mr. Matt Purkey stated that if ODOT is satisfied with control, he is satisfied with approving.

The request for variance was approved with contingencies by motion from Mr. Jim Fife, seconded by Mr. Jim Mongold and a roll call vote: 15 yea, 0 nay, 0 abstention.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoices for: business cards and University of Cincinnati studio support were presented by Mr. Stuckert. The financial statement and bills were approved by motion from Mr. Jim Myers, seconded by Ms. Brenda Woods and a roll call vote: 15 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

In his report to the Commission, Executive Director Mr. Taylor Stuckert gave an update on the Land Bank, Age-Friendly Clinton County and the postponement of the Nature Works grant. Mr. Stuckert notified that the Sugartree Corridor Plan is in its final stages and will be presented at the Economic Alliance Meeting when it is completed.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. John Carman at approx. 8:14 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

June 16, 2020

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. Matt Purkey
Mr. James Myers
Mr. John Carman
Ms. Ruth Brindle
Mr. Jim Fife
Mr. Ryan Bowman

Ms. Michelle Morrison
Mr. Dwayne Dearth
Ms. Brenda Woods
Mr. Jon Branstrator
Ms. Dauna Armstrong
Mr. Rick Walker

Mr. Robert Thobaben
Ms. Sally Orihood
Mr. James Mongold

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the May 19, 2020 RPC meeting were presented and approved by motion from Mr. James Mongold, seconded by Brenda Woods and a voice vote: all yea.

OLD BUSINESS

Application 2020-11: Construction/Improvement Plans for Todd's Fork Estates—G&L Development

The applicant requested to table this review. Assistant Prosecutor Mr. Justin Dickman stated that the Prosecutor's office is no longer involved in the Todd's Fork Estate process due to conflict of interest.

A motion to table this application until July 21, 2020 CCRPC meeting was made by Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 14 yea, 0 nay, 0 abstention.

NEW BUSINESS

Application 2020-17: Planned Unit Development for Nutrien Ag Solutions—L.T. Land Development, LLC

The applicant requested to table this review.

A motion to table this application until July 21, 2020 CCRPC meeting was made by Mr. John Carman, seconded by Mr. Matt Purkey and a roll call vote: 14 yea, 0 nay, 0 abstention.

Application 2020-18: Major Subdivision/Preliminary Plan Review—Peter A. (Tony) Russell

Major Subdivision Preliminary Plan Review pursuant to the Clinton County Subdivision Regulations (Application #2020-18) requesting approval for the preliminary plan to create a major subdivision that will consist of 23 single family residential lots including a new street.

Executive Director Mr. Taylor Stuckert presented his staff findings for the request. In his report, Mr. Stuckert stated that the Clinton County Engineer's Office, Building and Zoning Department, Health District, Soil and Water, and ODOT presented comments on the request. Comments from the Clinton County Health District state that the applicant will need to complete a review to be in compliance with OAC 3701-29-07, requiring individual soil evaluations for each proposed lot, and OAC 3701-29-08 (B) (6), requiring written confirmation from the OEPA regarding accessibility to sanitary sewer systems prior to Final Plat. However, the Health District has no objections to the Commission approving Preliminary Plans prior to these requirements being met knowing that the number of lots and lot lines may change based on these

outstanding requirements. Comments from the Clinton County Building and Zoning Department state that the proposal is in compliance with the Clinton County Zoning Resolution. The Zoning Inspector would like to see setbacks applied to each lot prior to Final Plat approval. The Clinton County Engineer's Office has several comments that need to be addressed when the applicant submits Construction/Improvement Plans. Items needing addressed as part of preliminary plan review include consulting with ODOT regarding safety, traffic, and access management requirements, and right of way dedication requirements. As well as, showing any existing restrictions related to existing gas easements by the Final Plat and showing 70 feet of right of way dedication on the proposed new road (60 feet is required).

Mr. Stuckert stated that staff received comments from ODOT. ODOT did not see any issues, however they recommended, but did not require, a left and right turn lane into the subdivision. ODOT did not express need to require more than the 40 feet of required right of way dedication along SR 73.

Staff of the Commission recommended approval of the Preliminary Plan contingent upon the applicant addressing all outstanding items related to ODOT, Clinton County Engineer's Office, and the CCRPC as noted in the staff report.

Mr. Peter A. (Tony) Russell stated that he does not plan to put in the turn lanes recommended by ODOT. Mr. Robert Thobaben asked if Mr. Russell considered putting in the turn lane due to the recreational activity that takes place at that location. Mr. Russell said that in his experience he does not think it will be an issue, but will consider it.

The Major Subdivision Preliminary Plan with contingencies was approved by motion from Mr. James Myers, seconded by Mr. Jim Mongold and a roll call vote: 15 yea, 0 nay, 0 abstention.

Application 2020-19: Site Plan Review for Laurel Oaks—MSA Design

Site Plan Review pursuant to the Clinton County Zoning Resolution (application #2020-19) for the Laurel Oaks Career Campus Maintenance Building, in Union Township. This is part of a new development to accommodate new programs and update existing facilities. This request follows an approved variance at the Board of Zoning Appeals meeting on May 13, 2020 to reduce setback to 50 feet.

Executive Director Mr. Taylor Stuckert reviewed the staff report including comments from Clinton County Building and Zoning Department and Clinton County Engineer's Office. Staff of the Commission recommended approval of the Site Plan Review contingent upon the applicant submitting an FAA Form 7460 Notice of Proposed Construction.

Mr. Dwayne Boso from MSA Design stated that this is a fairly simple ask and pointed out the change of setbacks on the site for the new building.

The Site Plan Review with contingency to submit FAA Form 7460 was approved by motion from Mr. John Carman, seconded by Mr. Rick Walker and a roll call vote: 15 yea, 0 nay, 0 abstention.

Application 2020-20: Site Plan Review Liberty Township Joint Fire and EMS District—WDC Group, LLC

Request for approval of the site plan review for the Port William-Liberty Township Joint Fire and EMS District's construction of a new Fire/EMS station on State Route 134 in Liberty Township.

Executive Director Mr. Taylor Stuckert reviewed the staff report including comments from Clinton County Building and Zoning Department, Clinton County Engineer's Office, and the Clinton County Health District. The Clinton County Health District commented that the required documentation for the OEPA has been received, but not yet processed. Staff of the Commission recommend approval of the Final Site Plan contingent upon the verification of ODOT's access permit approval, approval of OEPA documentation, and confirmation of final storm water approval from the Clinton County Engineer's Office.

The Site Plan Review with contingencies was approved by motion from Mr. Jim Fife, seconded by Mr. Matt Purkey and a roll call vote: 15 yea, 0 nay, 0 abstention.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoice for a mileage bill were presented by Mr. Stuckert.

The financial statement and bills were approved by motion from Ms. Brenda Woods, seconded by Mr. Jim Mongold and a roll call vote: 15 yea, 0 nay, 0 abstention.

EXECUTIVE DIRECTOR'S REPORT

In his report to the Commission, Executive Director Mr. Taylor Stuckert gave an update on legal representation in the Todd's Fork application. Mr. Stuckert stated since the Prosecutor's office identified conflicts, the CCRPC is retaining its own legal counsel. Mr. Stuckert met with the County Commissioners on Monday regarding this matter, and will keep them informed of the situation going forward. Mr. Stuckert updated the Board on the Land Bank, local COVID response, and the Sugartree Street Corridor Plan. Assistant Prosecutor Mr. Justin Dickman discussed updates on the Land Bank properties. Associate Director Ms. Emily Long discussed Age-Friendly Clinton County.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben at approx. 8:08 pm.

ZOOM CHAT

The following conversation was recorded in the Zoom Chat function during the RPC Meeting.

Harry Snyder: to panelists: 7:02 PM

We can see you. Harry Snyder, Great Oaks

Kathleen Ryan to All Panelists: 7:06 PM

Will there be further opportunity for submittal on this matter by parties other than the applicant before the next meeting?

From Harry Snyder to All Panelists: 07:40 PM

Thanks for your support and time in this matter.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

July 21, 2020

Virtual Meeting on Zoom

ROLL CALL

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

Mr. Matt Purkey
Mr. James Myers
Mr. John Carman
Ms. Ruth Brindle
Mr. Jim Fife

Mr. Damian Snyder
Mr. Dwayne Dearth
Ms. Brenda Woods
Mr. Jon Branstrator
Mr. John Cohmer

Mr. Rick Walker
Mr. Ryan Bowman
Mr. James Mongold
Mr. Robert Thobaben (7:50 PM)

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the June 16, 2020 RPC meeting were presented and approved by motion from Ms. Brenda Woods, seconded by Mr. James Mongold and a voice vote: all yea.

OLD BUSINESS

Application 2020-11: Construction/Improvement Plans for Todd's Fork Estates—G&L Development

This application was tabled at the May and June meeting. Mr. Matt Purkey abstained from voting and discussing this application. Executive Director, Mr. Taylor Stuckert pointed out the updated Clinton County Engineer's letter. Mr. Stuckert reviewed the staff report. Based upon review of the application and plans, agency comments, and public comments received, staff recommended that the Commission approve the Construction Plans contingent upon all remaining items pertaining to the Final Plat be satisfied by Final Plat submission.

The applicant was given the opportunity to address the board. Mr. William Peelle stated that the applicant does not have anything additional to present and the necessary information at this time has been provided.

Following the applicant's statement, the discussion was open to members of the Commission. Mr. John Carman asked for clarification on how the contingency process works. Mr. Stuckert stated that the Construction Plans would be approved and the applicant would still be required to satisfy any outstanding items pertaining to Final Plat the time of Final Plat submission.

Following no additional questions, the discussion was open to public comment. Ms. Katherine Ryan of the law firm Manley Burke spoke on behalf of the neighbors Mr. Mark Tipton and Mr. Kevin Engle. Ms. Ryan reviewed their July 21st letter sent to the Regional Planning Commission outlining outstanding concerns. Following the overview of her letter, Ms. Ryan requested that the Planning Commission deny the application that is proposed.

Mr. Kevin Engle stated that his concerns also represent other neighbors who did not feel comfortable speaking at the meeting. Mr. Engle discussed concerns related to traffic safety, soil capability for septic and overall concerns with the application. Mr. Stuckert responded that he understands the concerns of the neighbors, and appreciates their sharing of them, but that staff relies on county agencies to give their determination if the applicant is in compliance with relevant regulations and requirements. Mr. Stuckert stated that the hearing is for the review of Construction Plans and that any items pertaining to final plat will need to be satisfied for final plat to be approved.

Ms. Ruth Brindle asked for clarification on construction plans having to match the final plat application. Mr. Stuckert stated that it is not required that preliminary or construction plans be an identical match of the final plat. Mr. John Carman asked for clarification on what is involved construction phase of development. Mr. Stuckert answered that the construction phase involves the approval of construction plans from the board and then subsequent meetings with the developer and the County Engineer's Office prior to the commencement of construction. In addition, the Engineer's Office and Soil and Water district will be on site during construction to ensure compliance.

Mr. Jim Mongold expressed inquired about the road and future expansion of the Todd's Fork area. Mr. Stuckert stated that any proposed future development or expansion in this area would be required to have a similar review relative to the proposed development.

Mr. Mark Tipton expressed that a traffic impact study would be incredibly important. Mr. Tipton referenced documents and amount of vehicle trips per day that he feels is necessary for a traffic impact study. He also expressed that the schools and sheriff are also concerned, and encouraged the Commissioners to drive on Todd's Fork.

Mr. John Carman asked that if the traffic impact study is necessary. Mr. Stuckert stated again that the staff is relying on the technical expertise and recommendations of the County Engineer's Office. That the subdivision regulations require the developer to submit a traffic impact study if the development is greater than 49 lots or if the county feels that it is necessary. Mr. Stuckert stated that he has been given no indication by the Clinton County Engineer's Office that there is an imminent concern relative to the impact of the development and the capacity of the road, and is therefore not compelled to ask for an impact study.

Mr. Jim Fife stated that he has faith in the County Engineer's Office and asked what the response was from the office. Mr. Stuckert stated that their response was provided in their agency review letters and there is no suggestion that additional study to be provided. Mr. Kevin Engle and Ms. Kathy Ryan expressed their concerns that the County Engineer's Office has the capability of requiring a traffic impact study, even though they said they did not.

Mr. John Carman asked if the Planning Commission has to vote tonight. Mr. Taylor Stuckert stated that he feels the applicant has satisfied the requirements for construction plan approval and that the board should make a decision regarding it. Mr. Mark Tipton asked if it was out of line for the public to request a traffic impact study at this time. Mr. Stuckert said yes. Mr. Kevin Engle stated if this is passed tonight the development will occur. Mr. Stuckert stated they will have to have the pre-construction meetings with the County Engineer's Office to go over the plans prior to construction.

Mr. Robert Thobaben asked for an estimated time and cost for a traffic impact study. Mr. Stuckert could not give a timeline or cost without further research.

Mr. Larry Roberts expressed his interest in investing in Clinton County and encouraged the Planning Commission to pass this application as many people are interested in building houses.

A motion to approve the Construction Plan was made by Mr. John Cohmer, and seconded by Ms. Ruth Brindle and a roll call vote: 9 yea, 2 nay, 3 abstention.

NEW BUSINESS

Application 2020-17: Planned Unit Development for Nutrien Ag Solutions—L.T. Land Development, LLC

The applicant requested to table this review in June. Mr. Stuckert reviewed the plat and application. Mr. Stuckert explained the process of directing the applicant to using the Planned Unit Development process rather than the traditional rezoning process.

Mr. Dustin Kalanick thanked the Planning Commission and Mr. Stuckert for his guidance during this process. Mr. Kalanick explained their application and the overall site plan.

Mr. Stuckert reviewed the staff report. Based upon review of the application, agency comments, and area plans, staff recommended approval of the recommendation to rezone the property to PUD-04, contingent on the recommended changes from the Clinton County Engineer's Office and Tax Map Office be made to the Final Plat.

Mr. Robert Thobaben questioned if the PUD is spot zoning and brought up environmental concerns with the development. Mr. Stuckert explained the difference between spot zoning and the PUD. There is a precedent for the PUD development at the RPC and this would be the fourth one.

Mr. Dustin Kalanick and Mr. Steve Emery explained their interest in also protecting the environment and explained Nutrien's procedures. Mr. Ryan Bowman stated that the property is prone to flooding and is something to look into as this proceeds forward. Mr. Stuckert stated that the applicant will have to go through Site Plan Review prior to any new construction and that this concern, as well as others, would be reviewed. There were additional questions or discussion from the Commission.

A motion to approve this application with contingencies was made by Mr. John Carman, seconded by Mr. Rick Walker and a roll call vote: 11 yea, 0 nay, 3 abstention.

Application 2020-26: Site Plan Review for R+L Carriers—Decker and Associates

Mr. Stuckert reviewed the staff report and site plan. Staff recommended approval of the Final Site Plan.

The applicant was given the opportunity to discuss the application, and Mr. Ronald Decker stated that everything has been covered and is straight forward. There were no additional questions from the Commission.

A motion to approve the site plan review made by Mr. Jim Fife, and seconded by Mr. Matt Purkey and a roll call vote: 14 yea, 0 nay, 0 abstention.

Application 2020-25: Baughman Variance/Access Management—Baughman Family/Southwest Ohio Land Surveys

Assistant Prosecutor, Mr. Justin Dickman swore in Executive Director, Mr. Taylor Stuckert and applicant Mr. Brian Gallagher. Mr. Stuckert reviewed the staff report and explained the variance request. Based upon review of the application and agency comments received, staff recommended approval of the variance request, contingent upon a note be placed on the plat acknowledging no new driveways on the remainder lot and that the remainder share the existing driveway with the new lot.

Mr. Brian Gallagher stated that Mr. Stuckert did a thorough job and did not have anything to add. There were no additional questions or discussion to the Commission.

A motion to approve the variance/access management request with contingencies by Mr. John Cohmer, and seconded by Mr. Rick Walker and a roll call vote: 14 yea, 0 nay, 0 abstention.

Application 2020-27: Lumberton Major Subdivision/Replat—Clinton County Land Reutilization Corporation

Mr. Stuckert explained that this action is usually an administration approval, however because the RPC administers the Clinton County Land Reutilization Corporation (land bank), that staff felt it appropriate for the board to review. Mr. Stuckert explained that this application is various lots owned by the land bank that are being replotted into one, new lot. The new lot will be titled Lumberton SW 68 Subdivision.

A motion to approve the major subdivision/replat application by Mr. John Carman, and seconded by Mr. Jim Mongold and a roll call vote: 13 yea, 0 nay, 1 abstention.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget from MUNIS, and an invoice for a state audit and a mileage bill.

The financial statement and bills were approved by motion from Ms. Brenda Woods, seconded by Mr. Rick Walker and a voice vote: all yea

RPC STAFF UPDATE

Executive Director, Mr. Taylor Stuckert gave an update on COVID-19 reporting online. The RPC is continuing to work with Assistant Prosecutor, Mr. Justin Dickman on land bank properties. There are positive stories coming out of this work such as the restaurant in Lumberton and a cleaned property in 187 Lynchburg. A press release will be shared about 187 Lynchburg. Additionally, the RPC will be working with Ohio State University on a comprehensive plan for Blanchester. Other projects that staff is working on is the RPC 50th year anniversary report and rural broadband research. Tomorrow, we will be releasing our comprehensive plan RFP. Staff will go through the submissions and then the executive committee will help interview the selected candidates.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Damian Snyder at approx. 9:05 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

August 18, 2020

Virtual Meeting on Zoom

ROLL CALL

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

Mr. Matt Purkey
Mr. Kirk Knoblauch
Mr. John Carman
Ms. Ruth Brindle
Mr. Jim Fife

Ms. Dauna Armstrong
Mr. Dwayne Dearth
Ms. Brenda Woods
Mr. Jon Branstrator
Mr. John Cohmer

Mr. Robert Thobaben
Mr. Ryan Bowman
Mr. James Mongold
Mr. Justin Dickman

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the July 21, 2020 RPC meeting were presented and approved by motion from Mr. John Cohmer, seconded by Mr. Matt Purkey and a voice vote: all yea.

OLD BUSINESS

NEW BUSINESS

Maintenance Updates to the County Zoning Resolution

Assistant Prosecutor, Mr. Justin Dickman explained the background of the zoning change in Section 2.16, as some residents did not want to place their name with a zoning violation complaint. Executive Director, Mr. Taylor Stuckert explained the other proposed zoning change about wedding venues. Mr. Stuckert proposed writing wedding venues in the indoor and outdoor commercial recreation section of the code. This would still require a conditional use approval from the Board of Zoning Appeals and the applicant would still need to follow building code requirements, as well as a site plan review. Additionally, each neighbor would be notified. Mr. Stuckert stated that this topic has always been a zoning gray area with no explicit details in the code.

Mr. Robert Thobaben questioned what happens if this becomes a commercial site. Mr. Stuckert stated that other similar uses are already allowed and this would require more checks in the process.

Mr. Stuckert proposed a typo fix in the zoning code.

A motion to approve the zoning changes was made by Mr. James Mongold, and seconded by Mr. Matt Purkey and a roll call vote: 13 yea, 0 nay, 0 abstention.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget, one bill is office supplies and the other is for legal services.

The financial statement and bills were approved by motion from Ms. Ruth Brindle, seconded by Ms. Brenda Woods and a voice vote: all yea

RPC STAFF UPDATE

Executive Director, Mr. Taylor Stuckert gave an update about projects. The RPC is still managing the COVID-19 response website.

The RPC is making progress with the land bank. The Lumberton property will be transferred to the Wyatt Brothers this week. Assistant Prosecutor, Mr. Justin Dickman stated that there will be several properties coming to the land bank soon. Mr. Dickman discussed a few specific properties and mentioned that there will be quite a bit of progress in the next couple months. The land bank board will have some decisions coming up on land bank owned properties. Additionally, Staff is working through a rehab process with 319 Second Street, New Vienna. A call out has been sent to contractors to possibly rehabilitate this property.

Associate Director, Ms. Emily Long discussed Age-Friendly. Staff is working through the action plan, and more specifically working with the Mobility Manager to explore county-wide transit options. Mr. Stuckert stated that the City of Wilmington and Staff is finishing up the Sugartree Corridor Plan. Staff is in the process of putting together an RFP for a county coordinated community plan. This has been put on hold because of COVID-19, however with community interest in the process it will be released sometime next week. Ms. Long is working with an Ohio State University city and regional planning studio to form a Blanchester Comprehensive Plan. Additionally, Mr. Stephen Crouch is working on a 50th anniversary report for the RPC compiling history, milestones, etc. Staff is finishing up a report on the state of broadband in the county. This report will look at the needs, gaps, and discuss case studies in rural broadband. This will be presented to the Commissioners. Staff will be receiving county comprehensive plan proposals this Friday. The Commission will hear about the submittals in September.

Mr. Stuckert introduced the newest Commissioner, Kirk Knoblauch.

Mr. Robert Thobaben asked if anyone from the RPC talked with the Army Corp of Engineers about their plan that happens every 20-25 years with respect to the water quality for the County. Mr. Stuckert mentioned that the City of Wilmington did a water source protection plan have a full time staff member dedicated to this topic. It will certainly be something included in the comprehensive plan. However, no one specifically talked to the Army Corp of Engineers. Mr. Stuckert will follow up with the City's employee about this topic.

Mr. John Carman asked if Mr. Dickman had time to discuss some potential blighted properties in Blanchester.

Mr. Stuckert stated that the RPC will be coming through with a resolution related to special assessments from the land bank. Mr. Jim Fife also mentioned to Mr. Dickman he has submitted some properties and wanted to follow up.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben Snyder at approx. 7:41 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

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, 2020

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

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 4:01 p.m. local time, with the following Planning Commission Executive Committee members present.

Mr. Dwayne Dearth
Ms. Brenda Woods
Mr. Robert Thobaben
Mr. John Cohmer (late) 4:14
Mr. Jon Branstrator

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

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

NEW BUSINESS

2020 Comprehensive Plan RFP Consultant Selection

Executive Director Mr. Taylor Stuckert reviewed the three finalists, which received interviews: MKSK, czb, and Planning Next.

The executive committee discussed MKSK first. The executive committee felt that they did not hear enough from the entire team and were concerned about how well the group would be a fit for our county's needs. There was a consensus that the other firms were more fitting for the county than MKSK and staff generally agreed with the committee's assessment.

Next, the executive committee discussed czb. The committee enjoyed their public engagement strategy and their interview survey. The biggest concern from the committee is the geographic distance for czb to travel particular given the challenges of the pandemic. Staff agreed that the geographic distance might not be the most ideal for our process during this time.

Lastly, the executive committee discussed Planning Next. The executive committee felt that this firm was best aligned for the county's needs given their extensive history doing county comprehensive plans specifically. The committee enjoyed the discussion of their presentation including process, impact, data, quality of place, engagement, and implementation. Staff and the committee mentioned that Greg Dale, a sub consultant on the team, knows the area well given his experience through collaborations with the University of Cincinnati and board of zoning appeals workshops that he has done locally.

Staff stated that the goal is to replace the comprehensive plan from 2004 and feel comfortable and confident in the direction that we are going as a county. The executive committee came to a consensus that Planning Next would be the best fit for the county to perform the county comprehensive plan.

A motion to accept Planning Next as the consultant and to authorize the RPC Staff to engage planning NEXT on negotiation of a contract and final scope of a plan was made by Mr. Robert Thobaben, seconded by Mr. John Branstrator and a voice vote: all yea.

Request to pay invoices for the following bills: attorney expenses, state auditor bill, and Leadership Clinton for Emily Long. Payment of the invoices was approved by motion Mr. John Comer, seconded by Mr. Robert Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. John Comer at approx. 4:39 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

October 20, 2020

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

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 6:06 p.m. local time, with the following Planning Commission Executive Committee members present.

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

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

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

NEW BUSINESS

2021 Estimated Revenues

Executive Director Mr. Taylor Stuckert presented the 2021 Estimated Revenues. Prior to reviewing this, Mr. Stuckert also shared the budget report that Staff shared with County Commissioners as part of a discussion regarding sharing costs for the comprehensive plan and a change in dues. Mr. Stuckert noted that the revenues for 2021 reflect the increase in dues from the City of Wilmington and the County, though the County dues will not be officially known until their budget process has been completed.

A motion to accept the presented 2021 Estimated Revenues was made by Mr. Robert Thobaben, seconded by Mr. John Cohmer and a roll call vote: 5 yea, 0 nay, 0 abstention.

2021 Budget Recommendation

Executive Director Mr. Taylor Stuckert presented the draft 2021 budget. Mr. Stuckert reminded the Committee that this review is for a recommended budgeted that will go before the full board in November. Mr. Stuckert went through each projected expense item line by line and discussion followed. The most notable changes were to staffing costs, which were due primarily to having full staff next year rather than only part of the year as the case was in 2020. The large amount in contract support is for the costs of the comprehensive plan, which will be modified to be even larger as the unused amount for this year will be added to next year when invoicing will start for the plan. Mr. John Cohmer asked when and how the Commissioners will share their costs for the plan. Mr. Stuckert stated he would imagine that the RPC would invoice the commissioners for their share and that would pay directly to the RPC. Mr. Stuckert noted that, following discussion, he would edit the workers compensation line and the contractual agreement line to include the unused 2020 amounts.

A motion to approve the budget recommendation with the changes to the workman's comp and contractual agreement amounts was made by Mr. Robert Thobaben, seconded by Ms. Michelle Morrison and a roll call vote: 5 yea, 0 nay, 0 abstention.

Planning Next/Comprehensive Plan Contract Review

Mr. Stuckert presented the contract provided by Planning Next, the consultants for the comprehensive plan. Mr. Stuckert reviewed the process the RPC took to select Planning Next. Staff had a few edits to the contract, discussion followed. Assistant Prosecutor, Mr. Justin Dickman stated that he would like to review the contract further.

Ms. Michelle Morrison asked when this must be completed and returned. Associate Director, Ms. Emily Long stated that within the next couple weeks or so is sufficient. Mr. Dickman stated that he will review the contract and give back to the executive committee to review.

A motion to authorize the Executive Director to execute the contract contingent on the Prosecutor's Office edits was made by Mr. John Cohmer and seconded by Mr. Robert Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

Financial Report

Mr. Stuckert presented the current balance and requested to pay the following invoices: staff planning association membership, state audit costs, and contract invoice.

Payment of the invoices was approved by Mr. John Cohmer, seconded by Mr. Robert Thobaben and a roll call vote: 5 yea, 0 nay, 0 abstention.

Staff Update

Mr. Stuckert gave a brief staff update on the following topics, housing study, homelessness plan, broadband report, Blanchester comprehensive plan, Age-Friendly Clinton County, the Clinton County Land Bank, and the trail project from Wilmington to Ogden road. This update will be emailed out to all members.

Mr. Robert Thobaben asked about the 50th anniversary report status. Mr. Stuckert discussed Stephen Crouch's work on this report. Staff needs to perform final review. Staff hopes to have this printed and distributed in 2021. The RPC will celebrate its 50th year on November 6, 2020.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Ms. Michelle Morrison at approx. 6.58 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

October 20, 2020

RPC October Progress Report 2020

Comprehensive Plan 2020

The RPC released a Request for Proposals (RFP) in late July to update the county comprehensive plan. The last update to the comprehensive plan was in 2004. There were 15 consultants who responded to the RFP. Staff reviewed and scored all submissions. Staff selected the top five consultants and invited three to Clinton County for an interview. The executive committee, along with Commissioner Brenda Woods, interviewed MKSK, czb and Planning Next. With consensus, the executive committee selected Planning Next to conduct the comprehensive plan update process. Staff is currently working with Planning Next on the final contract. The RPC and the County will be sharing equally in the costs of this process.

Housing Study

As part of the 2020 Annual Work Plan, the RPC planned to conduct a housing study and have since been discussing a collaboration on this with the Clinton County Port Authority. The pandemic put this effort on pause until recently. The Port Authority, RPC, and the County Commissioners met to discuss two different possible consultants for the study. The Port Authority will be leading this effort with a goal to have it completed prior to the start of the comprehensive plan update.

Coordinated Homelessness Plan

The RPC was asked to lead an initiative to begin developing a coordinated effort to understand and address homelessness. Following several months of discussions, the RPC released a Request for Proposals (RFP) in early September for technical assistance for the development of a Coordinated Community Plan to prevent and end homelessness within Clinton County. Due to many agencies devoting most of their capacity to Covid-related projects and HUD technical assistance, we did not receive proposals for this initiative. As a result, we will be working with the Clinton County Homeless Shelter on developing an alternative approach for early 2021.

Broadband Report

The RPC has created a draft report on the state of broadband in the county. This report looks to better understand the existing availability of broadband in Clinton County. It captures case studies from other communities to give Clinton County a clearer vision on various strategies to increase broadband access. We are currently circulating this draft for some final edits and then will be public presenting the final report to the County Commissioners.

Blanchester Comprehensive Plan

Staff is currently working with Ohio State University on a comprehensive plan for the Village of Blanchester. A class of seven graduate students majoring in city and regional planning are working with the RPC and the Village to create the plan over the course of their semester. So far, over 200 Village residents have participated in an online survey to help the students better understand how residents feel about Blanchester. The RPC is helping to facilitate stakeholder meetings to help inform the plan. The students are projected to complete the plan in early December.

Age-Friendly Clinton County/Neighbors for Neighbors

The RPC has been working to reconnect the Age-Friendly advisory board and involve other organizations. Staff has connected Energize Clinton County's Megan Fair to folks who work in the Village Network in Ohio. There could be an opportunity for ECC's program Neighbors for Neighbors to be a village model with support from Age-Friendly Clinton County (AFCC). Nationally, the village networks are grassroots organizations that help foster neighbor to neighbor support. This would help provide member volunteers to assist one-another with tasks in and around the home, with transportation, and friendly support. The pandemic has highlighted overall needs in the county for not only older adults but for vulnerable populations as well. AFCC will be forming an older adult services meeting to convene organizations that are providing support for older adults. This will give us a better understanding of the current needs for older adults.

Clinton County Land Bank

Staff has been working diligently on the acquisition and disposition of properties. Currently, the land bank holds title to 49 properties. Staff is working with two local realtors to help give a baseline value to land bank properties to prepare for disposition. With the help of the Prosecutor's Office, the land bank has partnered with Clinton County Juvenile Court, the Sheriff's Office, and Wilmington Fire to utilize land bank owned properties for clean-up and practice.

Trail Project

Staff has been working with the City of Wilmington on the Clarksville Connector Trail project since late 2017. The trail is approximately 3.3 miles in length, and the project is the first trail to cross multiple townships in Clinton County, going from the City of Wilmington through both Union and Adams Townships. Currently the City is soliciting bids on bridge construction and is on track to have the project completed in 2021.

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

November 17, 2020

Virtual Meeting on Zoom

ROLL CALL

Chairman Mr. Dwayne Dearth called the meeting to order at approximately 7:03 p.m. local time, with Exofficio Members and the following Planning Commissioners present.

Mr. Damian Snyder
Mr. Kirk Knoblauch
Mr. James Myers
Ms. Ruth Brindle
Mr. Ryan Bowman

Mr. James Mongold
Mr. Dwayne Dearth
Ms. Brenda Woods
Mr. John Cohmer
Mr. Robert Thobaben

Mr. Justin Dickman
Ms. Sally Orihood

Mr. Jim Fife (7:40 PM)

The Commission attained a quorum.

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

MINUTES FROM THE PREVIOUS MEETING

Minutes of the August 18, 2020, September 21, 2020 (Executive Committee), October 20, 2020 (Executive Committee) meetings were presented and approved by motion from Ms. Brenda Woods, seconded by Mr. James Myers and a voice vote: all yea.

OLD BUSINESS

Application #2020-34—Major Subdivision/Construction Plan Review

Executive Director Mr. Stuckert stated that this was previously submitted under the name Mr. Peter A. Russell, now submitting as T&J Country Properties II LLC. The applicant is requesting approval for the construction plans to create a subdivision. Mr. Stuckert reviewed the staff report. Staff concluded that based upon review of the application and plans, and agency comments, staff recommends that the Commission table the Construction Plans due to several outstanding items needing resolved.

The applicant representative from McCarty Associates, LLC., Mr. Loren Puckett stated that they reviewed the Engineer's comments and they do not see problem addressing the outstanding issues. Mr. Tony Russell stated that they waited for the crops to come off in order to do the soil evaluation. Mr. Russell also stated that they wanted to keep the 70 feet right of way to include the roadway with the side ditches.

Mr. Kirk Knoblauch asked if there are any potential covenants and restrictions. The applicant indicated that there would be some by final plat. Mr. Robert Thobaben questioned about the water flow from the potential development into Caesar's Creek. Mr. Puckett stated that they have a water management plan in the construction plans. McCarty Associates LLC. created this on the behalf of the applicant.

A motion to table the Construction Plans was made by Mr. John Cohmer, seconded by Ms. Ruth Brindle and a roll call vote: 11 yea, 0 nay, 0 abstention.

NEW BUSINESS

Application #2020-35—Site Plan Review

Mr. Stuckert stated the applicant is GPD Group an agent of AT&T. Mr. Stuckert mentioned the applicant was before the board in November 2018. The approval has expired, and in addition, the application is modified from what was presented then. Mr. Stuckert reviewed the staff report. The changes include the relocation of the formerly proposed tower closer to Prairie Road and farther away from the rail line.

Staff received inquiries from Bill McKissock and Erin Moore on behalf of SBA Properties, LLC regarding the application.

The representative from GPD Group, Mr. Brad Laucher, stated he was here in 2018 with a slightly different site. The last couple attempts to relocate, the archeological findings showed artifacts on the site. Mr. Laucher noted that the tower will be under 200 feet, so it does not need to be lighted per FAA requirements. However, the GPD Group will notify the FAA and FCC about the new tower.

Ms. Erin Moore had public comment representing SBA Properties, which owns the existing cell tower which is 1300 feet away from the proposed site. Ms. Moore stated that SBA Properties has been in the area for a number of years and would be open to working together to collocate and even share in the costs if modifications need completed, including 5G capabilities. Ms. Moore stated that this supports the comprehensive plan, keeping the tower in the commercial area of town and preserving the rural characteristics of the Township. Ms. Moore question how much time was given to neighboring landowners, as SBA Properties has no information that it was provided. Mr. Stuckert stated that the Clinton County Building and Zoning Department provided the legal notice required. Mr. Stuckert mentioned that SBA Properties might not have been notified as they lease the property from Trupointe, who was notified.

Mr. Laucher stated that the colocation opportunity was brought up two years ago, however AT&T would like to build their own tower as nothing is stipulated in the zoning code about colocation within a certain distance. Mr. Stuckert affirmed there is no stipulation in the zoning code to consolidate tower based on proximity.

The Site Plan Review was approved by motion from Ms. Brenda Woods, seconded by Mr. James Mongold and a roll call vote: 11 yea, 0 nay, 1 abstention.

2021 Draft Budget Review

Mr. Stuckert reviewed the 2021 draft budget. Mr. Stuckert noted that the executive committee reviewed and approved this budget at the October executive committee meeting with changes to the worker's compensation line which was adjusted to better reflect actual costs. Mr. Stuckert noted that the consultant working on the county comprehensive plan will begin in 2021, therefore the carryover for this year will be larger than normal.

The 2021 Budget was approved by motion from Mr. James Myers, seconded by Mr. John Cohmer and a roll call vote: 12 yea, 0 nay, 0 abstention.

Public Records Policy

Mr. Stuckert stated that the RPC needs to have an adopted Public Records Policy per the state auditor's request. This outlines how the RPC fulfills public records requests.

The public records policy was approved by motion from Ms. Ruth Brindle, seconded by Mr. Damian Snyder and a voice vote: all yea.

CCRPC Bylaws Amendment

Mr. Stuckert discussed the amendment to the bylaws to clarify an existing practice of reimbursing staff for costs personally incurred as reviewed and approved by the commission.

The amendment to the bylaws was approved by motion from Mr. James Mongold, seconded by Mr. James Myers and a voice vote: all yea.

2021 Annual Work Plan Draft Review

Mr. Stuckert reviewed the annual work plan for 2021. This is for the Commissioners to review, but no action will be taken tonight. Staff wanted to share this with everyone in case there are any ideas, feedback, or suggestions. Staff will use this to schedule projects in 2021. Mr. Stuckert noted that the county comprehensive plan will take a lot of time and effort in 2021 and so the list is a little smaller than usual for next year. Discussion followed with the commission and Mr. Stuckert encouraged feedback as action for the plan will take place at the December meeting.

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget, three bills: conference fee, laptop charger, and professional dues.

The financial statement and bills were approved by motion from Mr. Robert Thobaben, seconded by Ms. Brenda Woods and a voice vote: all yea

RPC STAFF UPDATE

Mr. Stuckert congratulated everyone on the 50th year anniversary of the Regional Planning Commission. He mentioned that the RPC will be discussing Washington Township Zoning in December. Mr. Stuckert stated that he is still updating the COVID-19 local update website, and reminded everyone to be kind to one another, especially healthcare and the health department workers.

Associate Director, Ms. Emily Long discussed the positive change the Land Bank is making in the community. She reviewed the number of properties owned, disposition strategies, and the next couple months. Mr. Justin Dickman stated that this is really a group effort to continue making progress. He stated that in one week in October, he released \$800,000 in liens.

Ms. Long stated that the RPC was awarded money from AARP and is currently working on a HealthFirst grant to mail out a resource guide for older adults as part of Age-Friendly Clinton County.

Mr. Stuckert updated the Commissioners on the community coordinated plan on homelessness. After no responses to an RFP, the group working on this effort met with a qualified individual to work with the county on the plan. The group feels positive that the individual will work with folks to put together some strategies and initiatives for Clinton County. There will be more updates in January.

Mr. Stuckert stated that the RPC continues to work with Allison Katter, the County Mobility Manager. The City of Wilmington hired a new transit director, and this could be a good opportunity to expand the transit system in the county.

Ms. Long updated everyone about the comprehensive plan in Blanchester. Ohio State students will be finishing up this plan the first week of December and will be shared with the RPC.

Mr. Stuckert stated the RPC will be presenting to the Commissioners on Monday about a broadband study and some possible next steps with local fiber providers.

The RPC signed the contract with Planning Next to start the county comprehensive plan in January.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben at approx. 8:23 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director

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

December 15, 2020

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. Dauna Armstrong

Mr. John Cohmer

Mr. James Mongold

Mr. Dwayne Dearth

Ms. Brenda Woods

Mr. Jim Fife

Mr. Robert Thobaben

Mr. Damian Snyder

Mr. Kirk Knoblauch

Mr. James Meyers

Ms. Michelle Morrison

Mr. Matt Purkey

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 November 17, 2020 RPC meeting were presented and approved with one edit by motion from Ms. Brenda Woods, seconded by Ms. Michelle Morrison and a voice vote: all yea.

OLD BUSINESS

Application #2020-34—Major Subdivision/Construction Plan Review

Executive Director, Mr. Stuckert stated that Staff has received the updated plans. Mr. Stuckert reviewed the Staff Report. Since the last meeting, Staff received more comments from Clinton County Engineering, Health Department, Soil and Water, Western Water, ODOT, and Chester Township Fire Department. For public comments, there was a sign posted at the site and one phone call was received regarding the subdivision. Building and Zoning and the Health District comments were the same from the November meeting. The Clinton County Engineer's Office acknowledged the completion of the outstanding items that were previously documented. The applicant will need to add the seeding rates per the Soil and Water's comments. ODOT had no additional comments. Mr. Stuckert spoke with Chief Whipple of the Chester Township Fire Department about the construction plan. Chief Whipple requested Barrell Hydrants with 6-inch caps over the Test Plug Hydrants shown in the plans. Staff noted that the applicant needs to provide documents for a Homeowners Association and include a Development Agreement by the Final Plat. Mr. Stuckert reviewed the Staff recommendation on the construction plans.

The applicant, Mr. Tony Russell, added that he submitted the application to the Health District. Mr. Loren Puckett stated that they will include all the responses to the comments from Western Water.

Mr. Robert Thobaben asked if the applicant has an alternative place for their septic. Mr. Stuckert stated that the Health District will be reviewing this during their process.

A motion to approve the plans with the contingencies as presented was made by Mr. Jim Fife, seconded by Mr. Matt Purkey and a roll call vote: 15 yea, 0 nay, 0 abstention.

NEW BUSINESS

Washington Township Zoning Resolution and Map

Mr. Stuckert explained that we are in the process of giving Washington Township residents the option to vote on adopting County Zoning. If they were to vote yes, they would be adopting the Clinton County Zoning Resolution. Mr. Stuckert

shared that Rural Zoning Commission had their meeting last Thursday to hear this agenda item. Mr. Stuckert reviewed the zoning map. The Rural Zoning Commission voted to approve the map and the resolution to move this forward. The RPC's obligation is to review this within 20 days and then it will be passed to the County Commissioners. If the Commissioners adopt this, then it will be eligible to be on the spring ballot.

Mr. Robert Thobaben asked if the private airport and the sportsman club will be addressed. Mr. Stuckert stated that Staff discussed this with the Building and Zoning department and did not see any conflict. Assistant Prosecutor, Mr. Justin Dickman stated that the preexisting non-conforming uses will be grandfathered in with the adoption of zoning. Mr. Thobaben asked the intention of folks in Washington Township since this process has been attempted before. Mr. Stuckert said that the Trustees wish to more proactively plan and to respond to blight concerns. Mr. Thobaben asked if there are land bank properties there and will they be affected. Mr. Stuckert stated that previous targeted land bank properties in Washington Township did not have tax delinquencies. Mr. Justin Dickman stated if they are current on taxes, there is currently not a lot we can do in Washington Township to go after blighted properties. Mr. Kirk Knoblauch asked if junk cars can be grandfathered in with this change. Mr. Justin Dickman answered no and that blight violations are treated as if that is the day it occurs.

A motion to approve the recommendation of the Rural Zoning Commission and move the addition to Washington Township Zoning to the Commissioners was made by Ms. Dauna Armstrong, seconded by Mr. John Cohmer and a roll call vote: 14 yea, 0 nay, 1 abstention.

2021 Work Plan

Mr. Stuckert stated that this was presented last month and there were no follow up additions to the work plan. Mr. Stuckert reviewed the 2021 Work Plan. Mr. Robert Thobaben asked how the comprehensive plan will continue with COVID-19. Mr. Stuckert stated that Staff has discussed this with the consultants and are preparing for the challenges. Mr. John Carman wanted to thank the Staff for the comprehensive plan work and looking forward to the zoning work in Blanchester. Mr. Stuckert encourages participation in the comprehensive plan from RPC members.

The 2021 work plan was approved by motion from Mr. Robert Thobaben, seconded by Mr. Jim Mongold and a roll call vote: 15 yea, 0 nay, 0 abstention.

2021 CCRPC Officer Elections

Mr. John Cohmer and Mr. Dwayne Dearth contacted the Commission members about officer elections. Ms. Michelle Morrison stated that she intended to step down from the Vice Chair position.

A motion to maintain the current board and nominate Ruth Brindle for the vacancy of Vice Chair was made by Mr. John Carman, seconded by Mr. Jim Meyers.

A motion to close the nominations and approve the slate was made by Mr. Jim Fife, seconded by Ms. Brenda Woods and a roll call vote: 15 yea, 0 nay, 0 abstention.

The 2021 CCRPC Officers will be:
Chair Mr. Dwayne Dearth
Vice Chair Ms. Ruth Brindle
Associate Vice Chair Mr. John Cohmer
Treasurer Mr. Jon Branstrator
Secretary Mr. Robert Thobaben

FINANCIAL REPORT

A year-to-date financial statement, year-to-date budget, two bills: continuing education courses and the reimbursement for email costs.

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

RPC STAFF UPDATE

Mr. Stuckert stated that this is the last meeting of 2020 and that he is excited to get into the new year. Staff reviewed the following updates:

Recently, there was a pop-up testing for COVID. There was a good turn out and good community participation. The County is still red, and Staff reminds everyone to think about the healthcare workers and the Health District during this time and to lead by example in the community.

Staff is working on the disposition of Land Bank owned properties. Justin has been extremely helpful to this process by drafting purchase agreements and aiding in the process of selling properties. In December, the Land Bank Board voted on the disposition of 9014 22 and 3 and 7071 SR 380.

Associate Director, Ms. Emily Long is chairing the rural committee on the Coalition of Age-Friendly Communities of Ohio. Additionally, Age-Friendly Clinton County is working on an Age-Friendly Resource mailer with grant funds from AARP and HealthFirst.

Mr. Stuckert discussed the county coordinated initiative on homelessness. There is a group working on this topic to define the issue and identify metrics for the county going forward with a shared mission. Mr. Stuckert stated that Emily will be sitting on the Metropolitan Housing board and that they are working on doing an updated study on the rental market.

Staff is working with the County Mobility Manager, Allison Katter, on county-wide transportation. CCRPC, Allison, and the City of Wilmington, along with the new City Transit Director, had a productive meeting about progress in the next upcoming years on prioritizing county transit.

The Ohio State University students finished their studio working on the Blanchester Comprehensive Plan. They presented at the beginning of the month over Zoom to the Steering Committee, RPC members, and any interested parties who joined. They did a fantastic job, and the RPC will be working with Blanchester in 2021 to move this forward and work on a zoning code update. If anyone would like to view the presentation, it was recorded and is available.

Mr. Stuckert stated that the RPC presented the broadband study to the commissioners on the current conditions in the county. Additionally, a company who provides fiber locally was also in attendance. With the pandemic, this topic will continue to be widely discussed issue among rural counties and at the state level.

Staff is working with our comprehensive plan consultants, Planning NEXT, on forming a steering committee to kick off the comprehensive plan update. If anyone has ideas on individuals who are interested, committed, and would be fitting of the committee please let Staff know. Staff is aiming to have the first meeting end of January/beginning of February.

With no further business to conduct, the Executive Committee of the Commission adjourned by motion from Mr. Robert Thobaben at approx. 8:11 pm.

Respectfully submitted and approved this _____ day of _____ 2020.

Dwayne Dearth, Chairman

Robert Thobaben, Secretary

Taylor Stuckert, AICP Executive Director