Minutes for the

**Clinton County Regional Planning Commission**

**Or the Executive Committee**

July 16, 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 7:03 p.m. local time with the following Planning Commissioners present.

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| Jon Branstrator | Michelle Morrison |  |  |
| Ruth Brindle  | Sally Orihood |  |  |
| John Carman  | Damian Snyder |  |  |
| Benjamin Collings | Rick Walker |  |  |
| Pat Thompson |  |  |  |

The Commission did not attain quorum.

**Minutes from the Previous Meeting**

Minutes of the June 18, 2024, Regular Meeting (Full Commission) and the July 9, 2024 Meeting (Executive Committee) were presented.

**OLD BUSINESS**

**NEW BUSINESS**

Applicant #2024-16 – Site Plan Review – American Equipment Services

Drew DeMarsh provided the staff report to the Commission that stated the applicant was requesting final site plan approval of a new 70’ x 105’ (7,350 sq. ft.) storage building with an 8’ concrete apron measuring the length of 105’. There were comments from the Building and Zoning Department that had been previously addressed. Drew highlighted the fact that the existing site was developed around 2004 without demonstrating compliance with the Water Management and Erosion Control Regulations, which were adopted in 1998. There are questions related to why a compliance review was not required for the site, and staff has requested an opinion from the Clinton County Prosecuting Attorney as to whether the site is “grandfathered”, or if compliance is triggered by this current proposal. There has not been an opinion from the Prosecutor’s Office at this time. Ted Mallard, representing American Equipment Services, came to the front of the room to answer questions related to the proposal. There were no additional questions.

Since a quorum was not reached, there was no formal action taken. Drew pointed out Ohio Revised Code Section 713.21, which states, “The regional planning commission may establish committees with the powers it finds necessary to carry on its work, including an executive committee to make final determinations, decisions, findings, recommendations, and orders as provided in the commission's rules. All actions of these committees shall be reported in writing to the members of the regional planning commission no later than its next meeting or within thirty days from the date of the action, whichever is earlier.” Drew stated that there would be an Executive Committee meeting scheduled the following week where the members would vote on the application.

Applicant #2024-17– Site Plan Review – Abbott Image Solutions

Drew DeMarsh provided the staff report to the Commission that stated the new sign will require a zoning permit unless specifically exempted through site plan review by section 7.09(O) of the Clinton County Zoning Resolution. The proposed sign does not meet the standards for section 7.03, which outlines the standards for illuminated signs. Likewise, it does not meet the setback requirements from the Right of Way as outlined in section 7.06 of the Clinton County Zoning Resolution. According to section 7.08(A), the sign is not expressly permitted. Drew further stated that due to the fact that the applicant is proposing the replacement of an existing sign, staff believes the proposed sign poses no adverse impact to public safety or infrastructure. The County is currently undergoing an update to the County Zoning Resolution that will hopefully address the deficiencies in the existing sign code so that there are more appropriate avenues of approval for signs. John Barry, representing Abbott Image Solutions, came to the front of the room to answer questions related to the proposal. There were no additional questions. Since a quorum was not reached, there was no formal action taken.

**FINANCIAL REPORT AND BILLS**

Drew DeMarsh presented the Year-to-Date and Account Balance financial reports.

**RPC STAFF UPDATE**

Drew DeMarsh gave a staff report update regarding the Land Bank audit. Drew also presented an update on the on-going update of the Clinton County Zoning Resolution. Drew concluded the staff update with the information that it was Mackenzie Edison’s last day as a full-time employee of the Clinton County Regional Planning Commission. Mackenzie is maintaining an hourly role in case her assistance is needed, and Drew DeMarsh planned on listing an open position for a planner, as approved by the Executive Committee in their July 9th Executive Committee meeting.

**OTHER BUSINESS**

With no further business to conduct, the Commission adjourned at approximately 7:40 pm.

Respectfully submitted and approved this \_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_ 2024.

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| Ruth Brindle, Chairman |  |
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| Drew DeMarsh, Executive Director |  |