

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

June 17th, 2025

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.

Andy Borton	Pat Thompson		
Jon Branstrator	Damian Snyder		
Ruth Brindle	Mike McCarty		
John Carman	Noni Wood		
Benjamin Collings	Rick Walker		

The Commission attained a quorum. Anya Tipton and Mark Ostermeier were also present.

A motion was made to approve the agenda with the addition of internship opportunities under New Business was made by Pat Thompson. The motion was seconded by Damian Snyder and approved with a voice vote: all yea.

MINUTES FROM THE PREVIOUS MEETING

Minutes of the following meetings were presented to the Commission:

- February 18th, 2025 Regular Meeting (Full Commission)
- March 18th, 2025 Regular Meeting (Full Commission)
- April 15th, 2025 Regular Meeting (Full Commission)
- May 15th, 2025 Executive Committee Meeting
- June 3rd, 2025 Executive Committee Meeting (Special)

Mike McCarty made a motion to approve all sets of minutes. The motion was seconded by Damian Snyder and approved with a roll call vote: 9 yea, 0 nay, 1 abstention (Noni Wood).

OLD BUSINESS

Ruth Brindle addressed the Commission regarding ongoing attendance issues, which has resulted in an inability to attain quorum on two recent occasions. The Board considered asking Commissioners to voluntarily step down if their availability has changed. Brindle encouraged the Commissioners to reach out to acquaintances who may be interested in filling vacant positions.

NEW BUSINESS

Applicant #2025-04 – Access Management Variance – Harmon

Anya Tipton presented the staff report. The applicant is interested in reconfiguring parcel lines for two existing lots for future sale at his single-family residence, located at 9192 US Hwy 68 in Washington Township. Due to the preexisting driveways at this location, the minor subdivision requires variance approval to Section 700.13.I of the Clinton County Subdivision Regulations to remain in compliance with local ordinances. Comments from the Engineer's Office remarked that the parcels have existed in the current configuration for a considerable amount of time, with the residential structures

constructed in 1949 and 1997. Because the applicant is creating two new lots, the new parcel configuration is subject to the methodology outlined in the Clinton County Access Management Plan as they relate to driveway separations. The Access Management Regulations specify a minimum of 600 feet between driveways on US Hwy 68. The current spacing of the driveways at the adjacent properties is 640 feet, resulting in an average spacing between driveways of 215 feet. As such, another parcel split is not expressly permitted by the Clinton County Subdivision Regulations and would require a variance. The Engineer's Office is of the opinion that granting the variance will allow for an improvement over existing conditions (both parcels will have road frontage) without allowing for any new residences to be constructed, and therefore offered no objections to the proposed variance. When contacted for review, the Clinton County Health Department indicated that the applicant must submit soil evaluations and a lot split review prior to CCHD approval.

The Commission discussed the application. Tipton explained that this is a fairly cut-and-dry case of bringing preexisting conditions into conformance with local regulations, and that there would be no new additional construction at this property. The Commission discussed how structural setbacks might be impacted by the new parcel lines.

Benjamin Collings made a motion to approve the variance application contingent upon satisfying the remarks of the Clinton County Health Department. The motion was seconded by Andy Borton and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

Jenna Norman Internship

Anya Tipton informed the Board that a local planning student has reached out to the RPC in search of internship opportunities. With the help of the Executive Committee, Tipton put together a job description outlining tasks to assist the RPC in public outreach efforts related to the County's Thoroughfare Plan Update. The proposed internship would be task-based and paid via stipend. The Commission agreed that a 6-8 week timeline with a stipend of \$1,500 would be appropriate (averaging about \$18.75/hour).

Mike McCarty made a motion to accept the proposal hiring Jenna Norman as an intern with a stipend of \$1,500. The motion was seconded by Jon Branstrator and approved with a roll call vote: 10 yea, 0 nay, 0 abstention.

FINANCIAL REPORT AND BILLS

Anya Tipton presented two bills: one invoice from Energize Clinton County for funding the Fellows program totaling \$6,000; the other an invoice from OHM Advisors for development review and planning support services, totaling \$7,448.

Tipton also presented the Year-to-Date financial report and budget, which were passed around to the Commissioners. A motion to approve the financial report and budget was made by Pat Thompson, seconded by Rick Walker, and approved by a roll call vote: 9 yea, 0 nay, 1 abstention (Jon Branstrator).

RPC STAFF UPDATE

Anya Tipton provided an update on recent activities at Regional Planning (i.e. Age-Friendly report, County Thoroughfare Plan, Land Bank, administrative duties). She also informed the board that Regional Planning has retained legal counsel for general services and for pending litigation against the RPC related to a December 2024 variance request (Docket #2024-22).

OTHER BUSINESS

With no further business to conduct, the Commission adjourned by motion from John Carman at approx. 7:48 PM seconded by Benjamin Collings and voice vote: all yeas.

Respectfully submitted and approved this _____ day of _____ 2025.

Ruth Brindle, Chair

Benjamin Collings, Secretary

Anya Tipton, Interim Executive Director

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