

**CLERMONT COUNTY PLANNING COMMISSION REGULAR MEETING**  
**January 22, 2019**

The First Regular Meeting of the Clermont County Planning Commission was held on Tuesday, January 22, 2019 at 5:00 p.m. in the Engineering/Planning Conference Room. Members present were Mr. Anderson, Mr. Ashba, Ms. Brewer, Ms. Fiscus, Mr. Hinners, Mr. Hoffman and Mr. Wood. Vice Chair Jeff Ashba called the meeting to order at 5:00 p.m. with the Pledge of Allegiance to our Flag.

Vice Chair Jeff Ashba asked members of the audience and staff who would be giving testimony on any Planning Commission case to stand and be sworn in.

Adele Evans asked the commission to elect a Secretary Pro-Tem in order to attest the December 18, 2018 Meeting Minutes. Chair Kay is absent this meeting and Secretary Cann's term ended on December 31, 2018 as she was Commissioner Uible's alternate. Richard Hoffman volunteered to be the acting Secretary Pro-Tem for the January, February and March meetings since the elections for new officers is not until April.

Vice Chair Jeff Ashba asked for a motion to appoint Richard Hoffman as Secretary Pro-tem. Ms. Brewer made the motion to elect Mr. Hoffman as Secretary Pro-Tem for the term of January to March 2019. The motion was seconded by Mr. Anderson and carried unanimously.

**APPROVAL OF MINUTES:**

Vice Chair Jeff Ashba asked if there were any questions, additions or corrections to the minutes that had been emailed to the members prior to the meeting. Hearing none, Vice Chair Jeff Ashba asked for a motion to approve the December 18, 2018 Meeting Minutes. Mr. Hoffman made the motion to approve the December 18, 2018 Meeting Minutes. The motion was seconded by Ms. Fiscus and carried with Ms. Brewer abstaining.

**STAFF REPORT ON SUBDIVISION CASES**

**Billingsley Subdivision – Design Plan**

**Batavia Township**

5:06 p.m.

Taylor Corbett presented the Staff Report for this subdivision case. Staff's recommendation was to **approve** the design plan for Billingsley Subdivision located in Batavia Township.

Jim Watson, Engineer, McGill Smith Punshon, Inc., was present for this case.

Following a brief discussion, Ms. Fiscus moved that the Planning Commission **approve** the design plan for Billingsley Subdivision with the following conditions:

1. Individual lots that need geotechnical reports shall be shown on future plans including the record plats;

2. Names of proposed streets A, B, C, D, E, and F shall be shown on plans;
3. Landscape plan will need to be submitted at time of construction plan submittal.
4. Make necessary improvements per the review of the traffic impact study by the Clermont County Engineer's Office.

Mr. Anderson seconded the motion and it carried unanimously.

#### **STAFF REPORT ON SUBDIVISION CASES**

**Glenwood Trails Subdivision, Section 3B – Extension Request** **Batavia Township**  
5:15 p.m.

Taylor Corbett presented the Staff Report for this subdivision case. Staff's recommendation was to **approve** the extension request for Glenwood Trails Subdivision, Section 3B, located in Batavia Township.

Jim Watson, Engineer, McGill Smith Punshon, Inc., was present for this case.

Mr. Hoffman moved that the Planning Commission **approve** the extension request for Glenwood Trails Subdivision, Section 3B. The Construction Plan approval extension would be for five years from the original expiration date of November 7, 2018, with a new expiration date of November 7, 2023. Mr. Wood seconded the motion and it carried unanimously

#### **STAFF REPORT ON DEDICATION PLATS**

**None**

#### **STAFF REPORT ON ZONING MAP AMENDMENT CASE**

**Miami Township Zoning Case 565** **Miami Township**  
5:17 p.m.

Taylor Corbett presented the Staff Report for this zoning map amendment case. Staff's recommendation was to **recommend approval** of Miami Township Zoning Case 565 to rezone parcel 182517A120 consisting of 1.00 acre from R-1 – Residence District to B-1 – Neighborhood Business District.

Brian Elliff, Miami Township Zoning Administrator and Marc Gluteske were present for this case.

Following discussion, Ms. Brewer moved that the Planning Commission **recommend approval** of Miami Township Zoning Case 565 to rezone parcel 182517A120 consisting of 1.00 acre from R-1 – Residence District to B-1 – Neighborhood Business District. with the following conditions:

1. All existing structures be removed prior to construction.
2. All proposed landscaping be planted outside of the proposed right-of-way along Loveland-Miamiville Road.

Motion was seconded by Ms. Fiscus and carried unanimously.

**Pierce Township Zoning Case Z2018-010** **Pierce Township**  
5:23 p.m.

Taylor Corbett presented the Staff Report for this zoning map amendment case. Staff's recommendation was to **recommend approval** of Pierce Township Zoning Case Z2018-010 to rezone parcel 282806C207P consisting of .35 acres from GB – General Business District to SFR – Single-Family Residential District.

Dani Speigel, Pierce Township Zoning Inspector and Roger Boucher, property owner, were present for this case.

Following a brief discussion, Ms. Brewer moved that the Planning Commission **recommend approval** of Pierce Township Zoning Case Z2018-010 to rezone parcel 282806C207P consisting of .35 acres from GB – General Business District to SFR – Single-Family Residential District. Residential with the following conditions:

1. Pierce Township Board of Zoning Appeals grant a variance to allow an existing lot be less than 20,000 sq. ft. in Single-Family Residential District.

Motion was seconded by Mr. Hoffman and carried unanimously.

**Union Township Zoning Case 4-18-Z** **Union Township**  
5:30 p.m.

Taylor Corbett presented the Staff Report for this zoning map amendment case. Staff's recommendation was to **recommend approval** of Union Township Zoning Case 4-18-Z to rezone parcel 413104A082 consisting of 1.16 acres from R-1 – Single Family Detached Structure Residential Zone to PD – Planned Development District.

Cory Wright, Union Township Planning Director, was present for this case.

Following discussion, Mr. Hoffman moved that the Planning Commission **recommend approval** of Union Township Zoning Case 4-18-Z to rezone parcel 413104A082 consisting of 1.16 acres from R-1 – Single Family Detached Structure Residential Zone to PD – Planned Development District. Motion was seconded by Mr. Anderson and carried unanimously.

**STAFF REPORT ON VARIANCE CASES**

**None**

**OLD BUSINESS/NEW BUSINESS**

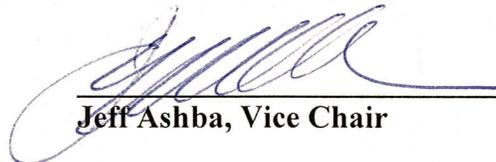
Taylor Corbett presented the proposed dates for the 2019 Planning Commission schedule. The monthly meetings are scheduled for the fourth Tuesday of each month except for the December meeting which will be held a week earlier on December 17, 2019 due to the Christmas holiday.

Vice Chair Jeff Ashba requested a motion to **approve** the schedule. Ms. Brewer moved that the Planning Commission adopt the meeting schedule for 2019. Motion was seconded by Ms. Fiscus and carried unanimously.

Adele Evans asked the members to form a nominating committee to prepare a new slate of officers for Planning Commission for the current year as they are elected every March. Mr. Hoffman, Ms. Fiscus and Mr. Hinnners were selected as nominating committee members. The committee will be prepared to propose a slate of officers for the March meeting.

As there was no further business brought before the Planning Commission, Vice Chair Jeff Ashba asked for a motion by acclamation to adjourn the meeting. Motion carried unanimously by acclamation. Meeting adjourned at 5:40 p.m.

  
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~~Pete Kay, Chair~~ *Richard Hoffman, Secretary*

  
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Jeff Ashba, Vice Chair