

**CLERMONT COUNTY PLANNING COMMISSION REGULAR MEETING**  
**April 28, 2020**

The Fourth Regular Meeting of the Clermont County Planning Commission was held on Tuesday, April 28, 2020 at 5:00 p.m. in the Clermont County Administration Building, Board of County Commissioners Session Room, Third Floor Conference Room for public viewing. Due to the COVID-19 Crisis, members attended the meeting virtually via Zoom. Members present via Zoom were, Mr. Ashba, Mr. Boso, Mr. Burgess, Commissioner Humphrey, Mr. Phelps, Ms. Vilardo and Mr. Wood. Vice Chair Ashba called the meeting to order at 5:03 p.m. with the Pledge of Allegiance to our Flag.

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

**APPROVAL OF MINUTES**

There were no approval of minutes due to the virtual meeting.

**STAFF REPORT ON DEDICATION PLATS**

**None**

**STAFF REPORT ON SUBDIVISION CASES**

**Glen Mary Park Subdivision Design Plan**

**Pierce Township**

5:03 p.m.

Taylor Corbett presented the Staff Report for this subdivision case. Staff's recommendation was to **approve** the design plan for Glen Mary Park Subdivision located in Amelia in Pierce Township.

Mr. Doug Smith, Engineer, McGill Smith Punshon, Inc., was present virtually via Zoom for this case.

After a brief discussion from the commission, Mr. Ashba asked for a motion. Mr. Phelps moved that the Planning Commission **approve** the design plan for Glen Mary Park Subdivision located in Amelia in Pierce Township with the following conditions:

1. The project engineer shall add the following requirements to the Glen Mary Park Design Plan:
  - i. Remaining acreage for parcel 29-01-09.040 with proposed consolidation and proposed use
2. Parcel 29-01-09.128 and part of parcel 29-01-09.040 are to be consolidated prior to Record Plat;

3. The remaining acreage for parcel 29-01-09.040 shall be consolidated with parcels 29-01-09.129 and 29-01-09.131 prior to Recording of the Record Plat;
4. Submit one set of plans with an original stamp and signature to the Department of Community & Economic Development Planning Division.
5. All County and Township requirements have been satisfactorily address.

Mr. Boso seconded the motion and it carried unanimously.

### **STAFF REPORT ON VARIANCE CASES**

#### **Zoning Case V-01-20 (Panhandle)**

**Batavia Township**

5:20 p.m.

Taylor Corbett presented the Staff Report for this variance case. Staff's recommendation was to **approve** the proposed variance request V-01-20 (Panhandle) located in Batavia Township. The applicant is requesting a variance from the Clermont County Subdivision Regulations to allow the creation of a non-conforming parcel with a proposed panhandle lot length of 817.83 feet. The subject property known as parcel 30-29-12B-143 is located on the south side of US Route 50 and 187 feet west of Carey Lane (*Private*). The current property address is 2061 US Route 50, Batavia, Ohio 45103.

Robert and Samantha Porter were present virtually via Zoom for this case.

Following a brief discussion, Ms. Vilardo moved to **approve** the variance request V-01-20 to allow the creation of a non-conforming parcel with a proposed panhandle lot length of 817.83 feet based upon the following condition:

1. The applicant shall provide appropriate documentation of a written, legally binding maintenance agreement between all property owners utilizing Carey Lane and the shared access driveway through parcel 30-29-12B-143 for access onto US Route 50. This agreement shall be produced prior to issuance of approval for the Minor Subdivision.

The motion was seconded by Mr. Wood and carried unanimously.

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

**None**

### **STAFF REPORT ON ZONING TEXT AMENDMENTS**

#### **Pierce Township Zoning Case ZC2020-002**

**Pierce Township**

5:26 p.m.

Taylor Corbett presented the Staff Report for the zoning text amendment for Pierce Township Zoning Case ZC2020-002. Due to the 2019 November election and the vote to dissolve a portion of Amelia Village into Pierce Township, the Pierce Township Zoning Commission initiated the adoption of the former Amelia Village Comprehensive Plan, as well as the following zoning amendments, including the Text and Map Amendments referenced in this report.

The proposed changes to the Pierce Township Zoning Resolution include:

1. Adoption of the “Village Comprehensive Plan”;
2. Updates to the official Pierce Township Zoning Map; (more than 10 parcels)
3. Historical Amelia H/A Boundary;
4. Amelia Neighborhood Zoning Regulations; (Article 17 – Article 27 )
5. Modifications to the existing Pierce Township Zoning Resolution:
  - a. Article 2: Administrative Roles and Authority; Conditional Use Permits
    - i. Table 2.02-01: Summary Table of Review Bodies
  - b. Article 3: Conditional Use Permits
  - c. Article 3: Pierce Township Site Plan Guidelines
  - d. Article 4: 4.06 C) 19.05-01 Table Referenced
  - e. Article 5: 5.05 D) 1) Reference to applicable tables
  - f. Article 9: 9.03 Architectural Design Standards for Nonresidential Buildings
  - g. Article 10: Landscaping and Buffering (Table)
  - h. Article 12: Sign Regulations
  - i. Article 15: Definitions

The proposed text amendments are not in conflict with the provisions established in Section 519.12 of the Ohio Revised Code relative to the Township Zoning Authority and are consistent with actions meant to protect and preserve public health and safety.

Ed McCarthy, Pierce Township Zoning Administrator, was present virtually by Zoom for this case.

Following a brief discussion, Mr. Humphrey moved that the Planning Commission based on staff analysis **recommend approval** of Pierce Township Zoning Case 2020ZC-002 to adopt the former Amelia Village Comprehensive Plan with outlined text and map amendments, as initiated by the Pierce Township Zoning Commission.

The motion was seconded by Mr. Boso and carried unanimously.

## **OLD BUSINESS/NEW BUSINESS**

Taylor Corbett introduced Mark Burgess, one of two new Planning Commission members. Mr. Burgess spoke about his background in landscape architecture and was welcomed by all attending members.

As there was no further business brought before the Planning Commission, Vice Chair Ashba asked for a motion by acclamation to adjourn the meeting. Motion carried unanimously by acclamation. Meeting adjourned at 5:32 p.m.

*Jeff Ashba*

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**Jeff Ashba, Vice Chair**

*Amy Vilardo*

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**Amy Vilardo, Secretary**

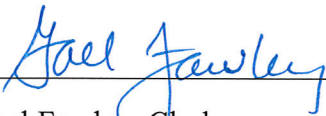


**Certificate as to the Minutes of the Clermont County Planning Commission**

I, Gael Fawley, do hereby certify that the above is a true transcript of the Minutes of the Clermont County Planning Commission meeting held at the Clermont County Administration Building, 101 East Main Street, Batavia, Ohio 45103 on April 28, 2020.

I further certify that that a quorum was present at the Clermont County Planning Commission meeting held on May 26, 2020 and the meeting minutes of April 28, 2020 were approved and voted on in accordance with the laws of the State of Ohio at that meeting.

Sincerely,

  
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Gael Fawley, Clerk  
Clermont County Planning Commission