

**CITY OF WEST CARROLLTON
PLANNING COMMISSION
February 17, 2022**

Members Present

Dominick Rinaldi
Doug Fields
Kim Hagerman
Harold Robinson

Members Absent

Lindsey Miles

Staff

Greg Gaines, Director of Planning & Community Dev.
Erin Doherty, Planning Secretary

City Council Members

Keith Tilton

Mr. Rinaldi called the meeting to order at 6:30 p.m. Following the Pledge of Allegiance, the roll call was taken revealing that all members except Lindsey Miles were present. A motion was made by Mr. Fields with a second by Ms. Hagerman to excuse Ms. Miles from the meeting. The motion was unanimously approved. Mr. Rinaldi also welcomed Mr. Robinson back to the Planning Commission.

APPROVAL OF AGENDA

There was a motion by Ms. Hagerman with a second by Mr. Fields to approve the agenda of the February 17, 2022 meeting as submitted. The motion was unanimously approved.

APPROVAL OF MINUTES

There was a motion by Ms. Hagerman with a second by Mr. Robinson to approve the minutes of the December 2, 2021 meeting as submitted. The motion was unanimously approved.

PUBLIC HEARINGS

There were no public hearings.

DECISION ITEMS

SP-21-2, 740 Royal Ridge Drive

Mr. Rinaldi stated although not compulsory for the Site Plan Review, public comments were heard at the December 2, 2021 meeting. Those comments were evaluated by the City of West Carrollton and City of Miamisburg professional engineers. He stated that since this is a continuation of that meeting, no further public comment will be heard this evening.

There was a motion by Mr. Fields and a second by Ms. Hagerman to untable SP-21-2.

Mr. Rinaldi asked if Commission members had any potential conflicts of interest which might jeopardize their ability to render an unbiased decision on the application. Commission members disclosed no conflicts.

Mr. Rinaldi asked if Commission members had any ex parte communications to disclose, including

letters, phone calls, e-mails, texts, site visits, and conversations, which might influence their decision on this case. Commission members disclosed no conflicts.

Mr. Gaines presented the Staff Report dated January 28, 2022.

Mr. Robinson asked about the apartment next door and if everyone was satisfied that it would not flood or if there was any issue. Mr. Gaines stated that Service Director Rich Norton was going to look at this issue, but he has not yet. Mr. Gaines said he can follow up with him.

Mr. Rinaldi asked if there were any additional questions for staff. Mr. Rinaldi then asked if the applicant wished to make any comments.

Mr. Kurt Ziessler of Burkhardt Engineering at 28 N. Cherry St, Germantown OH, stated he is here to answer any questions.

Mr. Robinson asked if there were ordinances that covered noise level that could be a nuisance to the residential area? Mr. Gaines stated that there are, and they are enforced by the police department.

There were no further questions from Commission members.

There was a motion by Mr. Fields and a second by Ms. Hagerman to approve Resolution SP-21-2 with conditions. The motion was approved unanimously.

Election of 2022 Officers

Mr. Rinaldi stated that the process for choosing Planning Commission officers can be a succession of officers, or the Committee can nominate a slate of officers for 2022. Mr. Rinaldi opened the floor for discussion. Mr. Fields stated that he likes the current slate of officers and would like Mr. Rinaldi to continue as chair. Ms. Hagerman and Mr. Robinson agreed. Mr. Rinaldi stated that he did not want to prevent anyone else from moving up through the ranks.

There was a motion by Ms. Hagerman and a second by Mr. Fields to nominate a slate of officers for 2022. The officers for nomination are Chair – Dominic Rinaldi, Vice Chair – Doug Fields and Secretary – Kim Hagerman. The motion was approved unanimously.

There was then a motion by Mr. Robinson and a second by Mr. Fields to approve the proposed slate of officers of Chair – Dominic Rinaldi, Vice Chair – Doug Fields and Secretary – Kim Hagerman. The motion was approved unanimously.

DISCUSSION ITEMS

Report by Director

Mr. Gaines suggested either cancelling or postponing the April meeting until the 3rd week of the month due to his scheduled surgery on March 4th, 2022. Mr. Gaines stated he will be out for a minimum of two weeks and will be able to give a return date after his follow up with his doctor.

Mr. Fields asked if anything that arose would then be carried over to the May meeting. Mr. Gaines explained that that would be the plan unless the committee wanted to push the meeting to the third Thursday.

There was a motion by Ms. Hagerman and a second by Mr. Fields to cancel the April 7, 2022 Planning Commission Meeting. The motion was approved unanimously.

Mr. Gaines gave an update on the second advisory committee meeting of the Western Lakes Master Plan. He stated the meetings are going very well and staff is very pleased with the consultant's work. Ms. Hagerman also gave an overview of the meeting and stated that it is going very well and that she was impressed with the ideas and thoughtfulness that was put into it. Ms. Hagerman stated that from her perspective, the consultants heard the advisory committee's input and incorporated it into the conceptual plan which was presented to the committee. She is very excited for everyone to see the plan.

Mr. Robinson asked if a report had been made to Council yet, and Mr. Gaines said a report to Council has not been made yet since the second committee meeting was just held. Mr. Gaines stated the first meeting was a brainstorming session, and the consultants came to the second meeting with fairly detailed site designs with unique recreational concepts focusing on how to make this a destination for recreational activities and how to tie all the areas together. Mr. Gaines stated that the next step was to refine the designs and staff would be working with the consultant on a final conceptual report to present to the Planning Commission and then to City Council.

Mr. Gaines stated that the Carrollton Centre project is almost finished, and the city will hold the first event there on March 1st from 5pm to 8pm. It will be a Mardi Gras celebration. The street will be blocked off and there will be food trucks.

Mr. Fields stated that some of the street lights do not come on at night. Mr. Gaines stated that he will have it checked into.

Mr. Gaines stated that an update to the Comprehensive Plan is scheduled for this year, and once the Western Lakes Plan is completed he will start that process. Mr. Gaines said a consultant will be brought in to assist, and hopefully by the mid to end of this year the process will begin and the Planning Commission will be involved in that.

Mr. Gaines is also looking at AirBnb regulations in the city. He stated that there is currently a moratorium on AirBnb's in the city which was passed by Council. Mr. Gaines stated that staff believes there are some operating in the city, but staff is unsure how many because AirBnb does not make that information available. Mr. Gaines stated that staff is looking at what other communities have done, and staff will be coming back to the Planning Commission and City Council to discuss the issue.

Mr. Fields asked if any progress had been made on the Roberd's property, and Mr. Gaines stated that there had been and that the future is looking bright for that area.

Mr. Fields then asked about the condemnation sign on the Dollar General store. Mr. Gaines stated that this has been an ongoing issue with Dollar General stores around the country, and not just a West Carrollton specific issue. The stores are receiving more merchandise than they are able to stock, and the City has to condemn the store because the merchandise is blocking the aisles which is a fire/life

safety issue. Mr. Gaines stated that the code enforcement officers have talked with local management, who have tried to address the issue but are struggling to get a response from upper management.

Mr. Robinson asked why it was stated that there would not be any additional comments on SP-21-2. Mr. Rinaldi replied that this case did not require a public hearing, but the Planning Commission had permitted public comment in the first meeting even though it was not required. Mr. Gaines followed up by stating that a site plan application is not required to have a public hearing, but staff always sends abutting property owner notices regardless because public input and involvement is important. He said with this case there were several Miamisburg residents at the last meeting who provided extensive public input, and he had noted their concerns in the staff report. Mr. Gaines said that West Carrollton and Miamisburg staff had evaluated and addressed all of their concerns via phone calls to the department and a site visit with the residents by the Service Director.

Briefing by City Council Representative(s)

Keith Tilton introduced himself as the new Council liaison. He stated that Ms. Zennie was unable to attend.

Unscheduled Business

There was no unscheduled business.

Next Meeting

The next Planning Commission meeting is scheduled for March 3, 2022 at 6:30 p.m.

COMMENTS BY THE AUDIENCE

There were no comments by the audience.

ADJOURNMENT

There being no other business, there was a motion by Ms. Hagerman and second by Mr. Robinson to adjourn the meeting at 7:55 p.m. The vote was unanimous to adjourn.

Chair *Dominick Rinaldi* Secretary *Kim Hagerman*
Date *5-19-22* Date *5-19-22*