

CITY OF WEST CARROLLTON
PLANNING COMMISSION
MAY 15, 2025

Members Present

Dominick Rinaldi, Chair
Kimberly Hagerman, Secretary
Lindsey Miles
Harold Robinson

Staff Present

Greg Gaines, Director of Planning & Community Dev.
Samantha Morgan, P&CD Administrative Assistant

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 were present.

APPROVAL OF AGENDA

There was a motion by Ms. Miles with a second by Mr. Robinson to approve the agenda of the May 15, 2025 meeting as submitted. The motion was unanimously approved.

APPROVAL OF MINUTES

There was a motion by Ms. Miles with a second by Ms. Hagerman to approve the minutes of the February 20, 2025 meeting as submitted. The motion was unanimously approved.

PUBLIC HEARINGS

There were no Public Hearings.

DECISION ITEMS

SSP-25-1, 5833 Student Street

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. There were no potential 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 did not have any ex-parte communications to disclose.

Mr. Gaines presented an overview of the staff report dated May 8, 2025.

Mr. Rinaldi asked if anyone had any questions for staff. There were none.

Mr. Rinaldi asked if the applicant wished to make a comment. Mark Wiseman with Levin Porter Architects wanted to clarify that the pirate head sign was still being discussed as to whether it will be in color or just white.

Ms. Hagerman asked who makes the decision on whether the pirate head is in color or white. Jack Haag with West Carrollton School District explained that going with white would make the pirate head stand out more at night time while it is illuminated against the dark wall of the building.

Mr. Rinaldi asked if anyone had any further questions. There were none.

There was a motion by Ms. Miles and second by Mr. Robinson to approve case SSP-25-1. The motion was approved unanimously.

SSP-25-2, 629 E. Central Ave

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. There were no potential 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 did not have any ex-parte communications to disclose.

Mr. Gaines presented an overview of the staff report dated May 8, 2025.

Mr. Rinaldi asked if anyone had any questions for staff. There were none.

There was a motion by Ms. Miles and second by Ms. Hagerman to approve case SSP-25-2 with conditions. The motion was approved unanimously.

Election of Officers

Mr. Rinaldi stated that there are two options for choosing Planning Commission officers. It can be a succession of officers, or the Commission can nominate a slate of officers for 2025. Mr. Rinaldi opened the floor for discussion. There was a motion by Ms. Miles and a second by Ms. Hagerman to nominate a slate of officers for 2025.

There was a motion by Mr. Robinson and a second by Ms. Miles to approve the slate of officers for 2025. The officers for nomination are Chair – Dominick Rinaldi, Vice Chair – Kim Hagerman and Secretary – Lindsey Miles. The motion was approved unanimously.

DISCUSSION ITEMS

Report by Director

Mr. Gaines reported that since the last meeting the city had the grand opening of Dunkin', and Sheetz will have its grand opening on June 4th. Ms. Miles asked for an update on the Alex-Bell Underpass Project. Mr. Gaines explained that the city street department is going to be installing new rip-rap stone this week, and the landscaper has a punch list of items that needs to be finished. Mr. Gaines also mentioned that the city just received more grant funding to finish installing new LED lighting under the underpass.

Mr. Gaines informed the members that the city will be holding an open house for the S. Alex Road traffic study on June 2nd. It is an important meeting, and will provide information and an opportunity to ask questions to the public.

Unscheduled Business

There was no unscheduled business.

Next Meeting

The next Planning Commission meeting is scheduled for June 26, 2025 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 Mr. Robinson and second by Ms. Miles to adjourn the meeting at 7:36 p.m. The vote was unanimous to adjourn.

Chair *Domènec L. Mataló* Secretary *Rindsey J. Miles*
Date *7/12/25* Date *7/17/25*