CITY OF WEST CARROLLTON
PLANNING COMMISSION
JULY 23, 2026

Members Present
Dominick Rinaldi, Chair
Kimberly Hagerman, Vice Chair
Harold Robinson, Secretary
Brad Hensley
Max Strange

Staff Present
Greg Gaines, Director of Planning & Comm. Dvlpt.
Josh Lounsbury, Law Director

City Council Members
Rick Dobson
Angie Fryman

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

A motion was made with a second to approve the agenda of the July 23, 2026 meeting as submitted. The motion was unanimously approved.

APPROVAL OF MINUTES

A motion was made with a second to approve the minutes of the June 18, 2026 meeting. The motion was unanimously approved.

PUBLIC HEARINGS

T-26-2, Short-Term Rental Regulations

Mr. Rinaldi explained the procedures for conducting a public hearing.

Mr. Rinaldi opened the public hearing.

Mr. Gaines was sworn in for testimony.

Mr. Rinaldi asked staff if proper public notice was provided for this hearing as required by the zoning code. Mr. Gaines stated that a legal ad appeared in the Miamisburg-West Carrollton News on July 2, 2026. In addition, the application materials had been posted on the city website.

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. Rinaldi opened the public hearing.

Mr. Gaines presented an overview of the staff report dated July 17, 2026.

Mr. Rinaldi asked if anyone had any questions for staff.

The Commission discussed Section (F)(3) which contained limitations on occupancy within short-term rentals. As drafted, the maximum occupancy of a short-term rental unit for any given date was limited to the lesser of: (i) 10 persons; (ii) one person per 200 square feet of the dwelling unit; or (iii) (ii) two adult guests per bedroom or per efficiency/studio unit. After discussion the Planning Commission determined that 10 persons would be overly restrictive, and recommended section (F)(3)(b)(i) be removed. No other changes were recommended.

Mr. Rinaldi asked if anyone was present who wished to speak in favor of the proposal. There were none.

Mr. Rinaldi asked if anyone was present who wished to speak in opposition to the proposal. There were none.

Mr. Rinaldi closed the public hearing.

A motion was made with a second to amend the proposal by removing section (F)(3)(b)(i). The motion was approved unanimously.

A motion was made with a second to approve Resolution T-26-2 recommending to City Council the adoption of amendments to Chapter 154: Zoning Code to establish regulations which would permit the operation of short-term rental units within the city, as amended. The motion was approved unanimously.

DISCUSSION ITEMS

Report by Director

There was no report by the Director.

Briefing by City Council Representative(s)

Mr. Dobson said that the owner of property on Pierce Ave. had contacted him numerous times expressing frustration with the property's restrictive PUD zoning. He said it may be worth looking at adjusting the PUD's language.

Unscheduled Business

There was no unscheduled business.

Next Meeting

The next Planning Commission meeting is scheduled for August 20, 2026 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 and a second to adjourn the meeting. The vote was unanimous to adjourn.

Chair _____ Secretary _____

Date 1/16/2026 Date 11-19-26