

**CITY OF WEST CARROLLTON  
PLANNING COMMISSION  
January 3, 2019**

Members Present

Dominic Rinaldi  
Roger Gibson  
Kim Hagerman  
Doug Fields

Members Absent

Staff

Greg Gaines, Director of Planning & Community Dev.  
Connie Lewis, Planning Secretary

City Council Liaisons

Leanne Nash  
Amanda Zennie

City Council Members

Mr. Rinaldi called the meeting to order at 6:00 p.m. Following the Pledge of Allegiance, the roll call was taken with all members present.

**APPROVAL OF AGENDA**

Mr. Gibson made a motion with a second by Mr. Fields to approve the agenda. The motion was unanimously approved.

**APPROVAL OF MINUTES**

Mr. Rinaldi asked if there were changes or corrections to the minutes of the meeting of October 1, 2018. There being none, Mr. Gibson made a motion with a second by Mr. Fields to approve the minutes as written. The motion was unanimously approved.

**PUBLIC HEARINGS**

There were no public hearings.

**DECISION ITEMS**

**Election of Officers**

Mr. Gaines noted that a memo had been distributed to PC members that explained the Commission has followed different election practices in the past. One option is to follow a succession plan, in that the prior year's Vice Chair assumes the Chair seat, the prior year's Secretary assumes the Vice Chair seat, and the member next in line (by length of time from last holding an officer position) assumes the Secretary seat. Another option is to simply nominate a slate of officers and make a motion for approval.

Mr. Gaines noted that Rebecca Lucas decided not to seek reappointment and City Council will be seeking candidates to fill Ms. Lucas' seat. Hopefully, they will make that appointment sometime this month.

Mr. Gibson expressed best wishes for Ms. Lucas.

Mr. Rinaldi commented that there is currently not a clear succession path and suggested nominations be submitted for the slate of officers. Mr. Gibson nominated Mr. Rinaldi to continue as chair. Ms. Hagerman seconded the nomination. Mr. Rinaldi accepted the nomination.

Mr. Fields suggested that Mr. Gibson would be the best candidate for vice chair due to his experience on the Commission. However, Mr. Gibson replied that he would prefer to stay as secretary. Ms. Hagerman asked Mr. Fields if he would be interested. He stated that his lack of experience would concern him somewhat, but if the other PC members felt he could do the job he would be willing to accept the nomination.

There was a motion by Mr. Gibson and second by Ms. Hagerman to approve the slate of nominations as follows: Mr. Rinaldi for chair, Mr. Fields for vice chair, and Mr. Gibson for secretary. Roll call vote approved the motion unanimously.

Mr. Gaines offered to meet with Mr. Fields, along with the help of Mr. Rinaldi, to help him become familiar with the procedures for the Planning Commission meetings.

### **2019 Meeting Schedule**

Mr. Gaines explained that the proposed meeting schedule shows the usual first Thursday of the month for regular meetings, and the third Thursday as a back-up. The exceptions this year are February, which may require a meeting for the third Thursday due to a pending application, and the third Thursday for July due to the Independence Day holiday.

Mr. Fields advised he will be out of town on February 21 due to business. Mr. Gaines said that as long as there is a quorum, and the applicant is comfortable with the number of members present, a meeting could still be held.

There was a motion by Mr. Gibson and second by Mr. Fields to approve the 2019 meeting schedule as submitted. Voice vote was unanimous for approval.

### **DISCUSSION ITEMS**

#### **Report by the Director**

Mr. Gaines updated the Commission regarding the new business, Spike-It, proposed to be constructed on the Fraser property. Staff has had many meetings with the owners discussing issues related to the site plan and the building. He expects the application to be submitted by the deadline for the February 21 meeting. The owner has said he wished to open by October. PC will review design of the building, access, and other related site plan issues. Mr. Gaines stated that this is a key project for the city and hopefully it will be the first domino to fall, leading to future development.

Ms. Hagerman stated that she had attended the Planning and Zoning Workshop in December and had received comments from other jurisdictions regarding West Carrollton getting the volleyball business.

The city has purchased two more properties on the riverfront (Joe's Garage and the two-story building which housed Profile Digital Printing before the business closed). Economic Development Director Mike Lucking is in the process of seeking assistance from Montgomery County for demolition of the

buildings on those properties as well as the City-owned Green River building. This will provide five to six acres of prime riverfront property for development.

Ms. Hagerman commented that at the Planning and Zoning Workshop she attended a session presented by Five Rivers Metroparks at which she learned about the bikeway and river enhancements in downtown Dayton that will continue to expand outside the City of Dayton. She found this information exciting for the West Carrollton area.

Mr. Gibson said the contractor is doing a fantastic job on the demolition.

Mr. Gaines noted that a work session will be held with City Council on January 22 to provide information on the Rental Inspection Program. This work session is to comply with the request to report back to Council after the end of the two-year pilot program and present measurables and data to help Council evaluate whether to continue with the program in its current form, or to make adjustments. Mr. Gaines advised Commission members that they were welcome to attend if they had interest in the Rental Registration program. Mr. Gaines will be inviting the Greater Dayton Apartment Association and Greater Dayton Real Estate Investors Association. Staff will meet with these organizations prior to the Council meeting to present information and to get their feedback.

Mr. Gibson said he was happy that a compromise was reached with the landlords prior to the implementation of the program. Mr. Gibson asked if any other community in the area had modeled a program after West Carrollton's program and Mr. Gaines said that he did not believe so.

Mr. Gaines updated the Commission on the ongoing Civic Center improvements. The security doors have been installed in the lobby; the city manager's offices area are currently being remodeled; remodeling for the Parks and Planning area should begin in a few weeks and will take approximately one month to complete; the new Civic Center/Library sign has been installed and the same sign company is assisting in designing wayfinding signs for inside and outside the Civic Center and Library. Next year should see the Council chambers remodeled with the community room being done the following year.

Mr. Gaines reported that the first permit application for small cell towers has been received. The proposal is to place the tower on Progress Rd. to serve the data demand in the area. The company has a contract with Verizon and has been very cooperative. They have made some design changes at the City's request.

Mr. Gibson asked if City Council approved the rezoning of the property west of the city. Ms. Nash said that Council did not discuss rezoning.

### **Briefing by City Council Representatives**

Ms. Nash noted that Council will try to replace Ms. Lucas as soon as they can. She is looking forward to a very prosperous year due to many projects being discussed. She asked that Commission members encourage their neighbors to attend City Council meetings.

Ms. Zennie agreed with Ms. Nash's comments.

Ms. Hagerman asked if there was any additional interest in the Fraser property due to Spike It volleyball building there and Ms. Nash did not know of any others at this time.

Ms. Hagerman asked if there was any more information on the Carrollton Plaza demolition. Ms. Nash said that Council has no more information. Ms. Zennie commented that there is interest in the property. Council has discussed how they would like to see the property developed but there has not been a definitive proposal created yet.

Mr. Gibson said that he had seen that a 300-acre area at Austin Landing was going to be readied for development and that he hoped that West Carrollton would also be of interest to developers. Ms. Nash replied that there are people interested but no one has stepped forward with a proposal. However, **with when** the demolitions are completed, she believes there is no other area that provides the opportunity that West Carrollton has for providing a destination area.

Ms. Hagerman said that downtown Dayton is growing because of the river and she believes that the riverfront will be great for the right type of business in West Carrollton.

Mr. Gibson said that he believed that it is a 99-mile corridor along the Great Miami River and that West Carrollton is well-positioned for developing the area.

### **Unscheduled Business**

There was no unscheduled business.

### **Next Meeting**

The next Planning Commission meeting is scheduled for February 21, 2019.

### **COMMENTS BY THE AUDIENCE**

There were no comments by the audience.

### **ADJOURNMENT**

There being no other business, there was a motion by Gibson and second by Mr. Fields to adjourn the meeting at 6:27 p.m. The vote was unanimous to adjourn.

Chair *Donna R. Smith* Secretary *Kim Hagerman*

Date *2/27/19* Date \_\_\_\_\_