

Brookville Planning Commission  
Regular Meeting  
May 17, 2018

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on May 17, 2018 in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Seagraves; Members Cantrell, Claggett, Cordes and Sievers; Law Director Stephan, Zoning Officer Snedeker, Manager Burkholder and Clerk Wheeler were present. Member Boose was absent.

Roll Call by Clerk Wheeler.

Chairperson Henderson reminded the Meeting is being recorded.

Motion by Claggett, second by Cordes to approve the Agenda as presented. All yeas, motion carried.

Motion by Claggett, second by Cantrell to approve the minutes of the March 15, 2018 Regular Planning Commission Meeting. All yeas, motion carried.

Zoning Officer Snedeker provided Members with his report of Zoning violations for April 2018.

Zoning Officer Snedeker reported he recently spoke with Stephen Butler, of Community Civil Engineers, for an update on the work at the old BP Station on Triggs Road. He informed Mr. Butler informed his work is done and the plans are with the architect for final approval and he is hoping for dirt to be pushed soon.

Member Claggett asked if the BMW repairmen on Western Avenue went out of business?

Zoning Officer Snedeker informed yes, he was offered a better job and closed down the shop.

Manager Burkholder reported he met with the Miami Valley Regional Planning Commission (MVRPC) today to discuss the Strategic Land Use Plan and the necessary steps for getting the project back on track. He provided Members with a draft RFQ the City of Clayton recently used. He informed the City of Clayton just recently finished their plan and their's would be a little different than ours, but is still a good example for review. He informed our next step would be to draft a Request for Qualifications (RFQ). He informed the City will need to get input from the Planning Commission, City Council and even contact the Chamber of Commerce and neighboring townships for input. He stated the MVRPC will help us prepare the RFQ and then go out to bid. He informed the City will need to formulate a steering committee and also a secondary committee that would then help serve as an informational committee to help others understand and to help spread the word of what is going on. He informed Montgomery County will be helping the townships throughout the County to update their current plans in the near

future, so this should be a good time for us to get ours started as well. He informed the MVRPC Staff will assist us in the implementation process once we have a final plan.

Manager Burkholder reported he has been doing some research on Upper Lewisburg Salem Road. He stated at some time discussions will need to be had on future improvements for that road. He informed on the Montgomery County Thoroughfare Plan, they show the road as a three lane road as a future recommendation, which he feels would be appropriate down the road. He stated Upper Lewisburg Salem has seen a lot of extra traffic with the Arlington Road Bridge being closed and will continue to see more traffic with the new Market Street being completed.

Member Sievers asked if the Strategic Plan will be done in coordination with the Community Survey and Council Retreat that City Council is looking into?

Manager Burkholder informed yes, ideally the Strategic Plan would fold in nicely with a Community Survey and Council Retreat. He informed Council Members have been considering possible dates to hold a Council Retreat this fall.

Chairperson Henderson asked the approximate timeline of how long the plan would take?

Manager Burkholder informed approximately one year.

Chairperson Henderson asked if there was any update on the Safe Routes to School Project?

Manager Burkholder informed the school is currently conducting parent surveys and he was told those should be done by the end of this week. He informed after the surveys are completed, they will be sent back to the consultant for review. He informed the consultant has completed their evaluation of the drop off and pickup times at the schools. Manager Burkholder stated he is very pleased this process is moving forward. He informed the deadline for the application for funding is March 2019.

Law Director Stephan informed a joint Public Hearing was held on May 1, 2018 with Planning Commission and City Council on proposed Ordinance 2018-06 to amend the Zoning Classification of Lots 1743 and 1744 from (C) Conservation District to the new classification of (R-1B) (PD) Urban Residential Planned Development Overlay District. He reported no public comments were received during the Public Hearing. He informed the proposed Ordinance is back for any final recommendations from the Planning Commission and then it will go to City Council for the final two readings. He reminded this is the 19.5 acres on Upper Lewisburg Salem Road and Albert Road.

Motion by Cantrell, second by Cordes to make the final recommendation to City Council for approval of proposed Ordinance No. 2018-06 to amend the Zoning Classification of Lots 1743 and 1744 from (C) Conservation District to the new classification of (R-1B) (PD) Urban Residential Planned Development Overlay District. All yeas, motion carried.

Member Cantrell asked if the owner of the land is happy this is moving forward?

Law Director Stephan informed he will be in contact with the owner again soon to let her know this process is moving forward into the final phase.

Zoning Officer Snedeker informed he spoke with the landowner recently and she seemed very happy this process was moving forward.

There was no Old Business.

There was no New Business.

Motion by Claggett, second by Cantrell to adjourn. All yeas, motion carried.



Meghan Wheeler, Clerk



Ryan Henderson, Chairperson

