

## **Village of New Richmond Planning Commission**

August 3rd, 2023

### **Agenda**

- Attendance
- Approve the following 2023 Planning Commission meeting minutes:
  - June (Mayor, Councilman Woodruff and Theresa)
  - July (Theresa, Kurtis and Elizabeth)
  - \*Ask Kelley to check and make sure April's (Theresa, Ryan, Kurtis and Elizabeth) meeting minutes were approved.
- Planning & Zoning Monthly Report – Bob Lindhorst

#### Additional business:

- Request a three-month extension on drug rehab facilities moratorium.
- Yard sale permits – revise number of yard sales allowed per year and raise cost of the permit (requested by Kelley)
- Lay out the plan for addressing the Village Zoning Code reformat, including zoning maps and overlay districts.
- Vacant properties – Mayor Ewing

## **Village of New Richmond Planning Commission**

August 03, 2023

### **Minutes**

- In attendance - Mayor Glenn Ewing; Councilman Ryan Woodruff; Theresa Leigh, Chairperson; Bob Lindhorst, Interim Administrator and Zoning Director; Elizabeth Hill; Alternates Erica Willis and Bryan Bailey. Absent: Kurtis Boggs
- Theresa made the motion to approve the April 2023 Planning Commission minutes; Councilman Woodruff seconded; approved.
- Theresa made the motion to approve the July 2023 Planning Commission minutes; Elizabeth seconded; approved.

### **Planning & Zoning Monthly Report – Bob Lindhorst**

#### **PERMITS**

##### **July**

- Permits issued: 15.
- Fees collected: \$6,774.00.
- Housing permits issued: 8.
  - Ryan Homes - 0
  - DR Horton Homes - 8

##### **YTD**

- Permits issued: 105.
- Fees collected: \$46,069.00.
- Housing permits issued: 55.
  - Ryan Homes: 15
  - DR Horton Homes: 40

#### **Other**

- Conducted a preliminary walk through of Ashburn Woods Phase 1 with the developer, HPA Developer Group, Choice One Engineering (who represents the Village), and myself. Issues noted:
  - For easier access, water meters and curb valves need to be raised level to the lawn.
  - Several feet of curb in many areas need to be replaced due to cracks and chunks on the edges.
  - Several sidewalk blocks need to be replaced due to cracks.
- Once the Ohio Environmental Protection Agency (OEPA) approves the Permit-to-Install (PTI), Ashburn Woods Phase 2 work can begin. The anticipated start date is mid-to-late August.

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### **Planning & Zoning Monthly Report – Bob Lindhorst** (continued):

- Phase 1 of Liberty Landing is complete. The Request for Qualifications (RFQ) for Liberty Landing Phase 2 legal notice was posted in the Clermont Sun for three (3) consecutive weeks, starting on July 20<sup>th</sup> and ending today, August 3<sup>rd</sup>. The grant amount for phase 2 is \$300,000.00.

### **Additional business:**

- Council Member Woodruff will ask Council to consider extending the moratorium on drug rehab facilities, to allow for additional work on a legislative draft. He plans to discuss the draft in more depth at the September Planning Commission meeting.
- Clerk Kelley Snider sent a proposal via email regarding the allowance of unlimited yard sale permits with several caveats i.e., cannot take place during legacy events, run longer than 3 or 4 days, and must be packed up/removed from yard upon expiration of the permit. The majority felt it was a good idea; further discussion ensued.
- Mayor Ewing mentioned the numerous vacant properties in our Village, especially in the business district. Several ideas were discussed on how to address the vacancies. Council Member Woodruff stated he would like to reintroduce this topic to Council.
- Council Member Woodruff mentioned that Ohio Revised Code says the Planning Commission oversees the ad hoc Landmark Committee. Most agreed the Planning Commission should be the “one-stop shop” for historic property owners to come to for requests and approvals.
- All agreed that a review of the current zoning maps and overlays were a priority.
- Mayor Ewing approved Theresa’s request to become an alternate member and would like Bryan Bailey to take her place. If not already approved by Council, Mayor Ewing will present to Council at the next meeting.

With no more to discuss, Councilman Woodruff made a motion to adjourn. Theresa seconded.

Meeting adjourned at 7:40 p.m.