



**Executive Committee Meeting Agenda**  
Thursday, November 12, 2015, 1:15 PM

**Call to Order** – Paul Hammersmith, President

**Roll Call** – Dave Gulden

**Action on Minutes of October 8, 2015** – Executive Committee

**October Financial Reports** – Andy Yoder, Treasurer

**ODOT Reports**

**New Business:**

1. Review of Village Neighborhood Section 4 (VN-4) Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
2. Review of Britonwood Final Plat (Union County) – Staff Report by Brad Bodenmiller
3. Review of Parcel Amendment, Jerome Township (Union County) - Rezoning of 100.91 total acres of parcel numbers 1500220180000, 1700220190000, 1500220320010, 1700220260000, and 1700220400000 near the intersection of Industrial Parkway and Mitchell-Dewitt Rd from RU Rural Undeveloped to PD Planned Development District – Staff Report by Brad Bodenmiller
4. Review of Zoning Text Amendment, Taylor Township (Union County) regarding Permitted Uses in the Rural (U-1) District – Staff Report by Brad Bodenmiller
5. Review of Zoning Parcel Amendment, Washington Township (Logan County) – Rezoning of parcel numbers 51-032-12-30-005-000, 51-032-12-30-008-000 and 51-032-12-30-009-000 from R-2 Medium Density Residential District to B-1 Service Business District – Staff Report by Brad Bodenmiller
6. Review of Zoning Parcel Amendment, Zane Township (Logan County) – Rezoning of parcel number 53-126-20-05-003-000 from R1 Low Density Residential to B2 Local Business District – Staff Report by Brad Bodenmiller
7. Annual Dinner (Thursday, November 19 at 6:30 pm at Union County Services Building) – Ticket Sales & Information due - Heather Martin



# Logan-Union-Champaign regional planning commission

Director: Dave Gulden, AICP

8. Nominating Committee Report – Nomination Committee
9. Bylaws Committee – Kevin Gregory
10. December Luncheon (December 10, 12:15 pm at LUC) – Heather Martin
11. Building Committee Report – Dave Gulden

## **Director's Report**

## **Comments from Individuals**

## **Adjourn**

# LUC Regional Planning Commission

## Treasurer's Report

Beginning Balance on October 1, 2015 \$ 510,518.32

### Receipts

City of Marysville	Hyland-Croy/SR 161/Post Rd Area Plan	\$	6,562.50
Union Rural Electric	Annual Dinner Sponsorship & Tickets	\$	960.00
Pioneer Electric	Annual Dinner Sponsorship	\$	250.00
ELTI, Inc	Britonwood Final Plat Tabling Fee	\$	200.00
Terrain Evolution	VN-4 Preliminary Plat Tabling	\$	200.00
Union County	September Interest	\$	197.67

Total Receipts \$ 8,370.17

Total Cash on Hand \$ 518,888.49

### Expenditures

Employee Salaries	2 Pay Periods	\$	14,699.20
PERS	Sep-15	\$	2,057.88
Medicare	2 Pay Periods	\$	200.48
CEBCO	Medical Insurance	\$	3,032.78
Delta Dental	Dental Insurance	\$	188.70
VSP	Vision Insurance	\$	8.62
Anthem	Life Insurance	\$	10.32
Staples	Office Supplies/Kaspersky	\$	356.14
Marysville Journal Tribune	12 Month Subscription	\$	125.99
Logan County Twp.	2015 Banquet - Gulden/Bodenmiller	\$	30.00
Time Warner Cable	Phone/Internet Service	\$	298.00
DP&L	Electric Service	\$	454.00
Kalyndi Martin	Office Cleaning 10/4	\$	60.00
Hague Water Conditioning	Softener Salt	\$	17.50
Amazon	Annual Dinner Supplies & Door Prizes	\$	211.67
4imprint	Annual Dinner Gift	\$	303.88
M&K Engineering	Project Mgmt Down Payment	\$	1,750.00
Amazon	Laptop	\$	682.37
Brad Bodenmiller	Mileage - September 2015	\$	123.50
Heather Martin	Mileage - September 2015	\$	51.00
Dave Gulden	Mileage - September 2015	\$	236.00
Skyler Wood	Mileage - September 2015	\$	386.00
Dave Gulden	Reimbursement for Dinner Receipt	\$	12.13
Richwood Banking Visa	Hotel (Gulden); Lunch B&F/Z&S (Sept)	\$	357.45
RTC Industries	Lunch for Budget & Finance/Zoning & Sub (Oct)	\$	200.00
ACP - Green & Associates	Hyland-Croy/SR161/Post Rd Area Plan	\$	11,349.40

Total Expenditures \$ 37,203.01

Balance on Hand as of October 31, 2015 \$ 481,685.48

Respectfully Submitted,



R. Andy Yoder, Treasurer



## 2015 Budget Summary

as of October 31, 2015

### Revenues

		Estimated	Received	Cash Balance	%
450112	Membership Contributions	\$ 183,076.20	\$ 186,350.25	\$ 3,274.05	102%
450105	Grants	\$ 14,500.00	\$ 3,500.00	\$ (11,000.00)	24%
450105.LUC13	ODOT RTPO Grant	\$ 158,840.00	\$ 52,145.82	\$ (106,694.18)	33%
420107	Charges for Services	\$ -	\$ 22,831.28	\$ 22,831.28	
480108	Annual Dinner	\$ 2,900.00	\$ 2,060.00	\$ (840.00)	71%
420121	Subdivision Plats	\$ 22,000.00	\$ 51,385.48	\$ 29,385.48	234%
420122	Mapping	\$ 100.00	\$ 166.00	\$ 66.00	166%
470101	Interest	\$ 1,428.00	\$ 2,065.23	\$ 637.23	145%
Estimated Total Revenue		\$ 382,844.20	\$ 320,504.06	\$ (62,340.14)	84%

### Expenditures:

		Estimated	Expended	Unencumbered	%
510100	Salaries & Wages	\$ 210,000.00	\$ 161,499.20	\$ 48,500.80	77%
510205	PERS	\$ 29,400.00	\$ 23,627.93	\$ 5,772.07	80%
510215	Medicare	\$ 3,045.00	\$ 2,212.51	\$ 832.49	73%
510225	Workers Compensation	\$ 3,360.00	\$ 1,292.00	\$ 2,068.00	38%
510305	Medical	\$ 40,000.00	\$ 30,327.80	\$ 9,672.20	76%
510310	Dental Insurance	\$ 2,500.00	\$ 1,887.02	\$ 612.98	75%
510315	Vision Insurance	\$ 200.00	\$ 86.24	\$ 113.76	43%
510320	Life Insurance	\$ 200.00	\$ 103.20	\$ 96.80	52%
520115	Office Supplies	\$ 10,000.00	\$ 2,275.26	\$ 7,724.74	23%
520155	Subscription Fees	\$ 5,000.00	\$ 3,423.29	\$ 1,576.71	68%
530110	Tuition Reimbursement	\$ 7,000.00	\$ -	\$ 7,000.00	0%
530171	Professional Development	\$ 6,000.00	\$ 974.00	\$ 5,026.00	16%
530199	Utilities	\$ 9,000.00	\$ 7,829.24	\$ 1,170.76	87%
530650	Maintenance & Repair	\$ 10,000.00	\$ 1,498.97	\$ 8,501.03	15%
530702	Annual Dinner	\$ 5,000.00	\$ 515.55	\$ 4,484.45	10%
530800	Building	\$ 200,000.00	\$ 1,750.00	\$ 198,250.00	1%
540100	Equipment	\$ 8,000.00	\$ 1,373.74	\$ 6,626.26	17%
550100	Travel & Expense	\$ 10,000.00	\$ 5,217.75	\$ 4,782.25	52%
550305	Contingencies	\$ 24,139.20	\$ 13,465.59	\$ 10,673.61	56%
Estimated Total Expenditures		\$ 582,844.20	\$ 259,359.29	\$ 323,484.91	44.5%

### STATEMENT:

Cash Balance January 1, 2015	\$ 395,922.01
Estimated Cash Balance December 31, 2015	\$ 232,717.68
Actual Cash On Hand December 31, 2015	
Estimated Total Revenue	\$ 382,844.20
Actual 2015 Revenue	\$ 320,504.06
Difference (+/Under)	\$ (62,340.14)
Estimated Total Expenditures	\$ 582,844.20
Actual 2015 Expenditures	\$ 259,359.29
Difference (+/Under)	\$ 323,484.91

## **LUC MEETING**

### **November 12, 2015**

#### **Active Construction Projects**

**ODOT Project 140553**

**UNI-SR 47-13.55; PID 96093**

**Description:** Full depth brick pavement replacement and resurfacing.

**Location:** Richwood. Morris Road to 0.5 miles west of Landon Road.

**Maintenance of Traffic:** Traffic detoured for maximum of 20 days.

**Completion Date:**

**Contractor:** Shelly Company

**Amount:** \$1,108,507.00

**Project Status:** Construction Complete

**ODOT Project 150209**

**UNI-SR 31-10.50; PID 92566**

**Description:** Replace existing retaining wall along SR31 adjacent to Bokes Creek.

**Location:** Between SR347 and SR47.

**Maintenance of Traffic:** Traffic maintained.

**Completion Date:**

**Contractor:** Shelly and Sands, Inc.

**Amount:** \$580,018.95

**Project Status:** Under Construction, on schedule

**ODOT Project 158026**

**UNI-US 36-00.00/UNI-SR 4-0.00 Part 1&2; PID 91053**

**Description:** Pavement resurfacing: add northbound and southbound turn lanes at US 36/Collins Road.

**Location:** US 36: CHA County to Collins Avenue: Marysville east corp. limit to DEL County.

SR 4: CHA County to US 36.

**Maintenance of Traffic:** Traffic maintained.

**Completion Date:**

**Contractor:** Shelly Company

**Amount:** \$4,186,556.10

**Project Status:** Under Construction, on schedule

## **Future Projects**

### **UNI – US 33-18.77; PID 88615**

**Description:** Investigate lining or replacing steel culvert under US 33 and over Sugar Run Branch.

**Location:** Jerome Twp. between Beecher-Gamble Rd. and US 42.

**Schedule:** undetermined at this time, but hopefully in SFY 2018.

### **UNI – SR 739 – 17.75; PID 97677**

**Description:** Repair an erosion failure progressing from Rush Creek towards the embankment supporting SR 739 by the construction of a retaining wall.

**Location:** approximately 3 miles northeast of SR 31

**Schedule:** SFY 2017

### **UNI – SR 736 – 01.16; PID 95776**

**Description:** Replace superstructure on UNI-736-1.16 and 1.99. Full replacement of slab bridge at 4.08

**Location:** 1.16 & 1.99 over Robinson Run. 4.08 over Blumenschein Ditch

**Schedule:** SFY 2019

### **UNI – SR 47 – 07.33; PID 96209**

**Description:** Rehabilitate or replace 3 bridges on UNI-47, 7.33 over Bokes Creek, 9.16 over Lindsey Ditch, 10.37 over Fulton Creek

**Location:** York Twp. and Claiborne Twp. Bokes Creek west of SR 31, Lindsey and Fulton between SR 31 and Richwood.

**Schedule:** SFY 2017

### **UNI – SR 4 – 17.26; PID 86211**

**Description:** Rehab bridge over Blues Creek and Replace steel culvert over Clevenger Ditch

**Location:** Leesburg Twp. South and North of SR 347

**Schedule:** SFY 2017

### **UNI – SR 31 – 00.23; PID 88614**

**Description:** Replace SR 31 bridge over Mill Creek

**Location:** Marysville. On Main Street over Mill Creek. 0.2 miles north of 5th Street.

**Schedule:** SFY 2017

### **Future Urban Paving Program**

#### **UNI – SR 31 – 01.77: PID 91346**

**Description:** Marysville urban and rural resurfacing project.

**Location:** Marysville, rural. North of US 33 to SR 347. Elwood Ave. SLM 1.77 – 7.78

**Schedule:** Proposed SFY 2017, schedule will be final in December

#### **UNI – SR 38 – 07.61; PID 91391**

**Description:** Marysville urban resurfacing project.

**Location:** Marysville, Marysville Corp (S of SR 736) to Fifth St/SR 31 SLM 7.61 – 9.79

**Schedule:** Proposed SFY 2018, schedule will be final in December

#### **UNI – SR 4 – 12.85: PID 93314**

**Description:** Marysville urban resurfacing project.

**Location:** Marysville, SR 33 Ramp/Main Street to North Corp. near County Home Road and SR 31 from SR 38/Fifth Street to Marysville North Corp. near Mill Road Drive

**Schedule:** Proposed SFY 2022, schedule will be final in December

11/6/2015

PID	COUNTY ROUTE SECTION	PRIMARY WORK CATEGORY
92388	LOG Bickham Covered Bridge NHCB	Bridge Maintenance
96364	D07 Brdg Deck Sealing	Bridge Maintenance
99063	D07 Rural HS 2 Lane FY16	Herbicide Spraying
99038	D07 Rural HS Logan FY16	Herbicide Spraying
95407	CHP SR 560 3.48/4.25	Bridge Repair
95522	D07 BH FY16	Bridge Repair
100330	D07-CHIP-FY2016	Chip Seal
95929	LOG US 33 14.68/15.33/15.96	Bridge Repair
88618	CHP/CLA SR 4/SR 29 VAR	Resurfacing, Undivided System
100337	D07-MICRO-FY2016	Resurfacing, Undivided System
93568	D07 BH FY16	Bridge Repair
96366	AUG/CHP/LOG Var	Bridge Repair



96388	CHP Urbana SRTS Infra	Add Sidewalks
96436	CHP US 36/ SR 55 22.47/10.87	Bridge Repair
88571	LOG US 33/68 6.76/0.00	Resurfacing, Undivided System
101081	CHP 36/29 0.00/21.72	Resurfacing, Undivided System
101071	LOG SR 274 4.78/15.78	Resurfacing, Undivided System

## CHP/LOG County Projects 07/01/15 thru 10/30/16

DESCRIPTION
Preservation project on Bickham Covered Bridge, a National Historic Covered Bridge.
Flood entire decks with SRS (Soluble Reactive Silicate) 705.24 at various locations throughout the district.
Apply herbicides along roadside for weed control on 2 lane highways - 1 year contract.
Apply herbicides along roadside for weed control on US 33 on 4 lane and 2 lane - 1 year.
Remove and replace LMC overlay, rebuild deck edges, reface abutments using anodes, patch pier caps, encase piers, rebuild wingwalls, and install polymer modified asphalt expansion joint system.
Project to perform abutment patching pier patching, backwall patching on various bridges throughout the district.
Chip seal various routes in the district Project termini: CHP SR 29 SLM 2.68 to 10.08 CHP SR 245 SLM 10.82 to 17.06 CHP SR 296 SLM 5.98 to 10.52 CHP SR 559 SLM 7.88 to 11.38 CLA SR 41 SLM 0.00 to 3.63 CLA SR 54 SLM 6.01 to 10.06 LOG SR 287 SLM 0.00 to 11.00
Br. No. LOG-33-1468 L/R - Replace expansion joint, & abutment bearings, patching, and SRS deck Br. No. LOG-33-1533 L/R - Replace expansion joint, & abutment bearings, patching, and SRS deck Br. No. LOG-33-1596 L - Replace expansion joint, refurbish bearings, overlay with LMC, and patching
Overlay SR 4 and SR 29 in Clark County and Champaign County with fine graded aggregate. Bridge: CHP-29-3145 - Remove asphalt wearing surface, waterproof and overlay with asphalt concrete.
Microsurfacing various routes in Clark, Champaign, Darke & Miami Counties Project Termini: CHP SR 235 SLM 0.00 to 6.59 CHP SR 560 SLM 0.00 to 2.76 CHP SR 814 SLM 0.00 to 3.07 CLA SR 235 SLM 9.00 to 11.83 DAR SR 118 SLM 1.90 to 7.58 DAR SR 121 SLM 19.08 to 24.36 MIA SR 48 SLM 5.29 to 5.70 MIA SR 48 SLM 5.70 to 8.74 MIA SR 48 SLM 14.60 to 16.88
Pier encasement and abutment repairs on various bridges located within the district except DAR-47-1206. Deck edges will be replaced on LOG-508-0196, DAR-49-0728 & DAR-47-12.06
Bridge maintenance/repair on various bridges

<p>East side of Madison Avenue from Boyce Street to Central Avenue-Construct sidewalk and crossing improvements including ADA curb ramps.</p> <p>South side of Boyce Street from E. Lawn Street to N. Jefferson Street-Construct sidewalk and crossing improvements including ADA curb ramps.</p> <p>Washington Street from Wood Street to E. Lawn Street-Install solar-powered school zone flasher assemblies for Urbana Junior/Senior High School</p>
Field pave inverts of corrugated metal pipe arches
Overlay US 33 & US 68 with asphalt concrete
Overlay US 36 in Champaign County from the MIA/CHP county line to the WCL of Urbana.
Overlay SR 274 in Logan County with a fine graded aggregate.

PROJECT TERMINI	AWARD DATE CURRENT	AWARD DATE ACTUAL	EST. END CONSTRUCTION DATE
Bickham Covered Bridge in Logan County SFN # 4633431	7/23/2015	<b>7/23/2015</b>	11/28/2015
Various bridges throughout District 7	10/15/2015	<b>10/15/2015</b>	7/31/2016
AUG/LOG/CHP/CLA	10/15/2015	<b>10/15/2015</b>	7/15/2016
Logan US 33 (4 Lane and 2 Lane)	10/29/2015	<b>10/29/2015</b>	7/15/2016
Br. No. CHP-560-0348, SFN 1103245; Br. No. CHP-560-0425, SFN 1103334	12/28/2015		8/31/2016
District Wide	1/25/2016		8/31/2016
Various Routes in D7 (see project description for details)	1/25/2016		9/30/2016
SFN 4600576, SFN 4600606, SFN 4600789, SFN 4600819, SFN 4600843	2/8/2016		9/30/2016
CHP SR 4 SLM 0.00 to 6.97/CHP SR 29 SLM 30.89 to 33.96/ CLA SR 4 SLM 20.71 to 24.85	2/22/2016		8/31/2016
Various Routes in Clark, Champaign, Darke & Miami Counties (con't in project description)	2/22/2016		7/30/2016
Various AUG, LOG & MER bridges	3/11/2016		9/30/2016
AUG-66-1819/AUG-66-1981/LOG-33-0888/CHP-29-1241	4/18/2016		9/30/2016

E side of Madison from Boyce to Central/S side of Boyce from E. Lawn to N. Jefferson/Washington from Wood to E. Lawn	6/1/2016		8/24/2016
CHP -36-2247, SFN 1100971 & CHP-55-1087, SFN 1101579	7/1/2016		10/14/2016
USR 33 SLM 6.76 to 10.74 - USR 68 SLM 0.00 to 2.29 - USR 68 SLM 11.43 to 20.26	7/1/2016		10/15/2016
CHP US 36 SLM 0.00 to 14.04 - CHP SR 29 SLM 21.72 to 27.48	10/1/2016		TBD
LOG SR 274 SLM 4.78 to 10.30 & SLM 15.78 to 22.64	10/1/2016		TBD

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PROJECTED CONSTRUCTION COSTS
<b>AWARD</b> \$268,000.00
<b>AWARD</b> \$509,368.00
<b>AWARD</b> \$133,877.08
<b>AWARD</b> \$25,272.58
 \$375,000.00
 \$308,253.79
 \$1,957,528.40
 \$1,439,626.90
 \$2,399,840.00
 \$2,028,886.13
 \$604,825.00
 \$493,925.00

\$171,000.00
\$78,800.00
\$2,116,730.00
\$2,489,485.00
\$1,958,135.00



# Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

## Director's Report – December 10, 2015

Dave's Activities:	
Meetings, Miscellaneous & Projects	
Nov 13	Met new TRC CEO
	Met with Bill Narducci
Nov 16	Urbana Twp (C)
Nov 17	Subdivision Regs
Nov 18	Union Co. CIC
Nov 19	LUC Annual Meeting
Nov 25	Stokes Twp (L) Zoning Inspector
Nov 30	Jerome Twp (U)
Dec 1	TRC visit
Dec 2	Crossroads Plan work session
Dec 4	Economic Development 411 conference
Dec 7	Crossroads Plan work session
Dec 8	Logan County Chamber of Commerce
Dec 9	Champaign Co. Twp. Assn.

Skyler's Activities:	
Meetings, Miscellaneous, & Projects	
Nov 17	Verified ODOT Bikeway Routes on TIMS
Nov 18	Annual Dinner Preparation
Nov 19	Annual Dinner
Nov 20	Sent LBRS Data to MORPC
Nov 24	Installed Server Hard Drives and Operating System
Nov 25	Zane Township Zoning Map Update
Nov 26	Thanksgiving
Nov 27	Black Friday
Dec 03	RTPO Indian Lake Study Preparation
Maps	Zane Township (L)
Ongoing	Bikeway Designation, GIS Data Collection
ODOT RTPO	GIS Database Collection and Organization

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# Logan-Union-Champaign Regional Planning Commission

Director: Dave Gulden, AICP

## Heather's Activities:

### Meetings, Miscellaneous & Projects

Ongoing	Creating Rush Township Zoning Code in Word
11/17/15	Open Agency – Fair Housing Training to LMI citizens
11/17/15	Subdivision Regulation Committee
11/19/15	LUC Annual Dinner
12/1/15	TRC Visit
12/2/15	Metropolitan Housing Authority Fair Housing Training
Ongoing	Working with Consultant for ODOT Financial documents
Completed	Logan County, Union County, Champaign County Analysis of Impediments
Completed	2016 Membership Invoices

## Brad's Activities:

### Meetings, Miscellaneous & Projects

Nov 25	Dick Stewart met with Brad and Dave to discuss how to enact zoning in an unzoned area.
Dec 2	Attended Crossroads Area Plan meeting.
Dec 7	Attended Crossroads Area Plan meeting.
Dec 9	Attended Champaign Co (C) Twp Association meeting.
Dec 10	Attending Union Co (U) Twp Association meeting.
Dec 11	Attending 33 Corridor Development meetings. Meeting with Nature Conservancy and Dave about Big Darby watershed.
Ongoing	Assisting jurisdictions: City of Urbana (C), Jerome Twp (U), Liberty Twp (U), Mad River Twp (C), Perry Twp (L), Union Twp (C), Washington Twp (L), Zane Twp (L)
Ongoing	Assisting with ODOT RTPO Grant as needed. Current focus is State Bike Route designations.
Ongoing	BZA meeting rules final draft.
Ongoing	Assisting with Crossroads Area Plan as needed.

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**BYLAWS  
OF THE  
LOGAN-UNION-CHAMPAIGN  
REGIONAL PLANNING  
COMMISSION**

**Last Revision: November 19, 2015**

## **SECTION I TITLE AND REGION**

### **Article 1.01 Title**

The title or name of the Commission shall be the "LOGAN-UNION-CHAMPAIGN REGIONAL PLANNING COMMISSION".

### **Article 1.02 The Region**

The Region for which the Regional Planning Commission shall be created and maintained (hereafter referred to as the Logan-Union-Champaign Region) is all of Logan County, Ohio; Union County, Ohio and Champaign County, Ohio, exclusive of any territory within the limits of any municipality not having a planning commission. Upon establishment of a Planning Commission in any such municipalities, the territory of said municipality shall become part of the Logan-Union-Champaign Region.

## **SECTION II MEMBERSHIP**

The Logan-Union-Champaign Regional Planning Commission shall consist of the following members:

### **Article 2.01 County Officials and County Members**

The chairman of the Logan, Union and Champaign Counties Boards of Commissioners or their designee, and the County Engineers of the three counties. Each member shall serve during his tenure of office. In addition, six county members-at-large should be appointed by the Boards of County Commissioners--two from each county. Each appointed member-at-large shall serve a term of three (3) years.

### **Article 2.02 Municipal Membership and Township Members**

A representative of each of the municipal corporations participating in the Regional Planning Commission, which representative shall be designated by the Planning Commission of said municipality subject to approval by the Mayor for such term as such Planning Commission and Mayor may elect; except that each municipality of city status shall be entitled to two representatives, one representing the elected officials, the Mayor or his designee, and one representing membership from the City at large. Such members shall hereafter be referred to as "Municipal Members".

Each township participating in the Regional Planning Commission shall also designate one representative who shall be referred to as a "Township Member".

### **Article 2.03 Citizen Members**

Three (3) citizens from each of the participating counties, shall be designated by each of the Boards of County Commissioners for a term of three years each, commencing on January 1st whose terms shall be so arranged that the terms of one member shall expire each year. Such members shall hereafter be referred to as "Citizen Members".

### **Article 2.04 Authority to Remove Representative (s)**

Any Board of County Commissioners, Board of Township Trustees or the Planning Commission, subject to the approval by the Mayor, of any municipality affected or concerned shall have the authority to remove at any time their appointed representative (s) to the Regional Planning Commission for reasons they deem sufficient.

### Article 2.05 Vacancy in Membership

Any vacancy occurring among the County, Municipal Citizen, or Township Members shall be filled for the unexpired term in the in same manner in which the said Member was originally designated or chosen.

## **SECTION III OFFICERS AND COMMITTEES**

### Article 3.01 Executive Committee and Officers

The Executive Committee of the Logan-Union-Champaign Regional Planning Commission shall consist of the President, immediate past President, First Vice-President, Second Vice-President, Treasurer, Secretary and not less than three members of the Commission who shall be selected from their number at the Annual meeting. Each member's term shall be from January 1 to December 31, inclusive.

In the event a vacancy occurs in such committee by resignation, disqualification, or otherwise, it shall be filled by appointment of the President subject to confirmation by the Executive Committee, for the unexpired term. In the event of a vacancy in the office of the President, the First Vice-President shall assume the vacancy of the President, the Second Vice-President in turn shall assume the vacancy of the First Vice-President and a Second Vice-President shall be elected from the membership of the Commission to fill the unexpired term. In addition, the County Engineer of any county and the City Engineer of any Municipality or their appointed representative participating in the Regional Planning Commission shall be members of the Executive Committee. The District Deputy Directors from Districts Six and Seven of the Ohio Department of Transportation, or their appointed Representative, and any Chairman of a Study Committee who is not already an elected member of the Executive Committee shall be members of the Executive Committee, Ex-Officio, without vote. All the powers and duties of the Logan-Union-Champaign Regional Planning Commission, except as otherwise provided in the Laws of Ohio or by the terms of these Bylaws shall be possessed and exercised by the Executive Committee.

### Article 3.02 Standing Committees

At the first regular Executive Committee meeting in each calendar year, the President shall appoint the following Standing Committees with confirmation by the Executive Committee. The chairman of each committee shall be a member of the Commission.

1. Budget and Finance
2. Zoning and Subdivision
3. Other committees deemed necessary by the Commission

The chairman and members of each Standing Committee shall serve during the calendar year in which they are appointed. In the event of a vacancy in any committee by resignation, disqualification, or otherwise, the vacancy shall be filled by appointment by the President of the Commission subject to confirmation by the Executive Committee. Standing Committees shall have such powers and duties as the Commission shall determine and direct.

### Article 3.03 Special Committees

The President may appoint special committees, with confirmation by the Executive Committee, to study issues pertinent to the Commission or region.

## **SECTION IV MEETINGS**

### Article 4.01 Meetings of Commission

The Logan-Union-Champaign Regional Planning Commission shall hold an Annual meeting in the month of November of each year, at a place selected by the Executive Committee, for the election of officers and Executive Committee and for organizational purposes. Special meetings for any purpose may be called by the President or by any three (3) members of the Commission. The Secretary shall mail or deliver written or electronic notice of each annual or special meeting to each member of the Commission not less than ten (10) days prior to each meeting. Notices of special meetings shall state the purpose and by whose authority the meeting was called.

### Article 4.02 Meetings of Executive Committee

The Executive Committee shall provide by its own rule for any regular or special meeting it deems necessary and in the absence of any regularly scheduled meetings, the Executive Committee shall meet upon the call of the President or in his absence upon the call of the Vice-Presidents. The Secretary of the Commission shall mail or deliver written or electronic notices of any meeting of the Executive Committee at least five (5) days prior to said meeting.

### Article 4.03 Quorum

At any meeting of the Logan-Union-Champaign Regional Planning Commission, a quorum shall consist of twenty (20) participating members; however, a lesser number may adjourn any meeting. At any meeting of the Executive Committee, a quorum shall consist of a majority of all voting members thereof.

## **SECTION V POWERS AND DUTIES OF THE REGIONAL COMMISSION**

### Article 5.01 Plans

The powers and duties of the Logan-Union-Champaign Regional Planning Commission to plan duplicate those of the Ohio Revised Code Section 713.23, "Regional or County Planning Commission - Powers and Duties."

### Article 5.02 Amendments to Plans

The plans or maps may be changed, supplemented, or abolished from time to time at the discretion of the Commission, but no plans or maps shall be adopted, changed, supplemented, or abolished without a public hearing thereon if necessary. Such hearing shall be advertised in accordance with any applicable section of the Ohio Revised Code.

### Article 5.03 Community Assistance

The Commission may undertake for any participating township, any participating county, or any participating municipality the study, planning, mapping, recommendations and other reports on public improvements or the use of land within the boundaries of such township, county, or municipality. Any study, planning, mapping, recommendations or other report so undertaken shall be on advice or recommendation to, and subject to adoption by such township, county, or municipality.

#### Article 5.04 Other Powers

The Commission shall have the authority to provide necessary services to any participating or non-participating county, municipality, Township, or other governmental entity and shall have all other powers and duties now or hereafter provided by law for Regional Planning Commissions as found in the Ohio Revised Code.

#### Article 5.05 Property and Buildings:

In accordance with Ohio Revised Code, within the amounts agreed upon and appropriated or otherwise received the Commission may rent or lease space as determined by the Executive Committee. Additionally, the Commission by determination of the Executive Committee may purchase, lease with option to purchase, or receive as a gift property and buildings within which it is housed and carries out its responsibilities. The Executive Committee shall determine the disposition on any property in accordance with the procedure of the Commission's most populous county.

If the Commission is dissolved or otherwise terminated, the building and property shall be sold through appropriate channels. The proceeds of the sale shall be distributed back to participating members (County, City, Village or Township) as a percentage of their total three-year contribution to the Commission. In order to receive a percentage of the distribution amount, the participating member must be an active member defined as being current on dues and vested a minimum of three-years with the Commission at the time it is dissolved. If there is disagreement on a proposed distribution an independent third-party accounting firm will be contracted to determine the percentage of payments to the Commission members.

### **SECTION VI POWERS AND DUTIES OF OFFICERS, EXECUTIVE COMMITTEE AND OTHER COMMITTEES**

#### Article 6.01 Powers of Executive Committee

All of the powers and duties of the Regional Planning Commission, except as otherwise provided in the Ohio Revised Code, or in the terms of these Bylaws, shall be possessed and may be exercised by the Executive Committee but always subject to review by the Commission as a whole as hereinafter provided.

#### Article 6.02 Action by the Executive Committee

Upon any action by the Executive Committee in accordance with Section 713.23 et. seq. of the Ohio Revised Code, or any change, supplement or abolition thereof, the Commission shall forward within ten (10) days to all members minutes of all actions of the Executive Committee. Any ten (10) members of the Commission by petition may, within ten (10) days after the mailing or delivering of his or her copy, serve written demand on the Secretary of the Commission for a special meeting of the Commission to review such action in which case the Secretary shall call such special Commission meeting to be held not more than fifteen (15) days after the receipt of such demand. At such special meeting, such action may be modified or disapproved by a concurring vote of a majority of the total membership of the Commission.

#### Article 6.03 Duties of Special Committees

All standing and special committees appointed by the President with approval of the Executive Committee, shall study and report to the Executive Committee on the project, improvement or general topic assigned to it.

#### Article 6.04 Powers and Duties of Officers

The President shall preside at all meetings of the Commission and the Executive Committee The Treasurer shall sign all obligations of the Commission. It shall be the President's duty to see that the

transaction of all business is in accordance with the law and these by laws and rules of procedure. He or she shall be, ex-officio, a member of all standing committees and shall perform all the duties incident to the office, and such other and further duties as may from time to time be required or requested by the Commission or the Executive Committee.

The Vice-Presidents in order shall perform all the duties of the President in case of his or her absence or disability and such other and further duties as may from time to time be required or requested by the Commission, the Executive Committee, or the President.

In case the Vice-Presidents and President are absent or unable to perform their duties, the Commission or the Executive Committee may appoint a president Pro Tempore.

The Secretary shall keep or supervise the keeping of minutes of all meetings of the Commission and Executive Committee in books or electronic files provided for that purpose and shall perform such other and further duties as may be required or requested of him or her by the Commission or the Executive Committee. The Secretary shall also forward copies of the minutes of the meeting of the Executive Committee and the Commission to each member. The Secretary shall be the LUC Director unless deemed otherwise by the LUC Executive Committee and Commission.

The Treasurer shall present all budget and financial reports to the Commission and the Executive Committee; he shall also serve as chairman of the Budget and Finance Committee and shall perform such other and further duties in connection with the financial operation of the Commission as may be requested by the Commission or Executive Committee.

## **SECTION VII FINANCIAL PROVISIONS**

### **Article 7.01 Submission of Budget**

A budget for maintaining the Regional Planning Commission shall be submitted to the participating governmental bodies in each calendar year in accordance with the budget basis of the Ohio Revised Code and/or County Fiscal Agent. The amounts to be paid to the Regional Planning Commission by the participating governmental bodies shall be apportioned.

### **Article 7.02 City, Village, and Township Cooperating Contribution**

All Cities, Villages, and Townships cooperating in the Regional Planning Commission, shall contribute in each calendar year based on a per capita rate established by the Executive Committee. The rate shall be established annually and be based upon the most recent United States Census of Population or the most recent published estimate of population from the Office of Strategic Research at the Ohio Department of Development. Such contribution is due in January of each year.

### **Article 7.03 County Cooperating Contribution**

Each County cooperating in the Regional Planning Commission, shall contribute in each calendar year based on a per capita rate established by the Executive Committee. The rate shall be established annually and be based upon the most recent United States Census of Population or the most recent published estimate of population from the Office of Strategic Research at the Ohio Department of Development. Such contribution is due in January of each year.

### **Article 7.04 Financial Limitation**

The allocations or appropriations established by the preceding two articles shall be limited by and not exceed the budget as prepared by the Commission.

### **Article 7.05 Authority to Receive Grants**

The Regional Planning Commission may accept, receive and expend funds, grants and services

from the Federal government or its agencies, from departments, agencies, and instrumentalities of state or local government or from civic sources and contract with respect thereto, and provide such information and reports as may be necessary to secure such financial aid.

#### Article 7.06 Certification of Appropriation

The Regional Planning Commission shall, make appropriations for its expenses for the year through its budget process, which appropriations may be modified or supplemented from time to time during the year, but shall at no time exceed the total amount received or due from the three counties, from cooperating municipalities, from public agencies, from the Federal government or from other sources.

#### Article 7.07 Expenditures and Disbursements

All disbursements of the Regional Planning Commission shall be made by voucher drawn by the County Fiscal Agent signed as hereinafter provided.

All purchase orders for expenditures or disbursements shall be authorized jointly by the Treasurer and LUC Director.

Any bills and payment thereof shall be authorized and approved jointly by the Treasurer and LUC Director.

### **SECTION VIII RESERVED FOR FUTURE USE**

### **SECTION IX PLANNING SERVICES**

#### Article 9.01 Planning Services Agreement

The Director is hereby authorized to undertake planning services with any member of the Regional Planning Commission. All contracts and charges for services rendered shall be approved by the Director, and reported to the Executive Committee at their next regularly scheduled meeting.

### **SECTION X PERSONNEL**

The Executive Committee may employ a Director, planners, engineers, other professional services, and such other employees as are necessary for the performance of its functions as provided by the Ohio Revised Code.

#### Article 10.01 Planning Director

The Director shall be appointed by the Executive Committee for such term or at its pleasure as it by resolution shall approve.

#### Article 10.02 Appointment, Evaluation, & Duties of Director

The Director shall have charge of and manage the active business operations of the Regional Planning Commission; shall superintend and control the work to be done by employees and sign all reports and recommendations of the Regional Planning Commission under the direction of the Commission or the Executive Committee, shall prepare budget and census reports based upon current U.S. Census and other available current population data, and shall keep active accounts of all property passing through the Regional Planning Commission and shall do and perform all other



duties incident to the office and such other duties as may from time to time be assigned to or requested by the Commission, the Executive Committee, or the Executive Officers. The Secretary shall be the LUC Director unless deemed otherwise by the LUC Executive Committee.

The Executive Committee of the Regional Planning Commission shall interview the person(s) who have made application for the position of Director of the Regional Planning Commission and recommend to the Regional Planning Commission, to their best judgment, the one best qualified for the position of Director of the Regional Planning Commission.

The Executive Committee shall conduct an annual appraisal and evaluation of the Director of the Regional Planning Commission. The Executive Committee shall act on any recommendations regarding salary adjustments of said Director.

#### Article 10.03 Other Employees

All other employees of the Regional Planning Commission shall be appointed by the Director and it shall be, to his or her best judgment, the one best qualified as a staff member. Other employees and staff members shall perform such duties as assigned by the Director of the Regional Planning Commission or the Executive Committee in the absence of the Director. The Director of the Regional Planning Commission shall also evaluate all other employees of the Commission at least once a year in writing and make the appropriate salary adjustments.

#### Article 10.04 Personnel Policy & Job Classifications

The Executive Committee shall adopt a personnel policy and classification of jobs, which shall establish a job description and appropriate wage or salary rates for each such classification. Such personnel policy, upon its adoption, may be amended by the Executive Committee from time to time.

### **SECTION XI AMENDMENT PROCEDURES**

These by-laws may be amended from time to time only in accordance with the following procedure:

#### Article 11.01 Resolution Approving Amendments

A resolution approving the form of such proposed amendment shall be adopted by the Executive Committee at least fifteen (15) days in advance of the next annual or special meeting of the Commission or a petition signed by at least five (5) members setting forth the proposed amendment shall be delivered to the Secretary at least fifteen (15) days in advance of the next annual or special meeting of the Commission.

#### Article 11.02 Submission of Proposed Amendments

The Secretary shall thereafter, but not less than ten (10) days prior to the next annual or special meeting of the Commission, forward to each member of the Commission a copy of such proposed amendment together with a notice that it will be the subject of action at the next annual or special meeting of the Commission.

#### Article 11.03 Adopted Amendment

Such proposed amendment shall be presented at the next annual or special meeting of the Commission and be considered as moved and seconded for adoption. Such amendment shall be

deemed adopted upon receiving the affirmative vote of a majority of the members of the Commission present at such meeting.

## **SECTION XII STATUTES AND SEVERANCE CLAUSE**

### **Article 12.01 Inclusion of Statutes**

All applicable Statutes of the State of Ohio are included in these Bylaws and Rules of Procedure and made a part hereof.

### **Article 12.02 Inclusion of Severance Clause**

The invalidity of any section or provision of the Resolution of Cooperation or Bylaws and Rules of Procedure shall not invalidate any other section or portion thereof.

## **SECTION XIII WITHDRAWAL**

### **Article 13.01 Municipal and County Membership Withdrawal**

Any member municipality or County Commission of any cooperating county may withdraw their cooperation hereunder at any time by a resolution to do so and delivering a certified copy thereof approved by the legislative body of said county or city to the Regional Planning Commission twelve (12) calendar months prior to the actual date of withdrawal, and said withdrawal date shall be twelve (12) calendar months after receipt by the Regional Planning Commission of the withdrawal notice from the withdrawing member.

Such notice of withdrawal shall not relieve the withdrawing party of its obligation to contribute its share of the cost for the twelve (12) month period prior to the actual withdrawal date at a rate not to exceed the rate in effect on the date that the notice of withdrawal is received by the Regional Planning Commission.



## Executive Committee Meeting Minutes

Thursday, November 12, 2015

President Paul Hammersmith called the meeting to order at 1:16 pm.

### Roll Call – Dave Gulden

**Members present:** John Bayliss, Paul Benedetti, Tyler Bumbalough, John Brose, Scott Coleman, Dave Faulkner, Chad Flowers, Todd Freyhof, Kevin Gregory, Dave Gulden, Charles Hall, Paul Hammersmith, Jim Holycross, Jeremy Hoyt, Steve McCall, Barry Moffett, Matt Parrill, Steve Shepherd, George Showalter, Ryan Smith, Bill Narducci for Jeff Stauch, Ben Vollrath, and Andy Yoder.

**Members absent:** Tim Cassady, Jeremy Nash, Tim Notestine, Ryan Shoffstall, Amy White.

**Guests present:** Tam Blakely; Brad Biggs, Jobs & Commerce ODOT District 6; Fred Vogel, Jobs & Commerce ODOT District 7 and 10; Brad Bodenmiller, Skyler Wood and Heather Martin of LUC Regional Planning Commission.

**Minutes** – John Bayliss moved a motion to approve the minutes from the October 8, 2015 meeting as written and Scott Coleman seconded. All in favor.

**Financial Report** – Andy Yoder presented the Financial Report for October. Scott Coleman moved a motion to accept the Financial Report and Matt Parrill seconded. All in favor.

**ODOT Reports** – The report from ODOT 6 and 7 was placed on the web-site. Steve reported the report was the same as last month, there are a few projects coming up in December. Matt would like to be on the agenda for the December meeting to discuss asset management.

### New Business:

1. Review of Village Neighborhood Section 4 (VN-4) Preliminary Plat (Union County) – Staff Report by Brad Bodenmiller
  - o Scott Coleman moved a motion to table Village Neighborhood Section 4 Preliminary Plat and Barry Moffett seconded. All in favor.
2. Review of Britonwood Final Plat (Union County) – Staff Report by Brad Bodenmiller
  - o Paul Benedetti moved a motion to table Britonwood Final Plat and Bill Narducci seconded. All in favor.





## Logan-Union-Champaign regional planning commission

Director: Dave Gulden, AICP

3. Review of Parcel Amendment, Jerome Township (Union County) - Rezoning of 100.91 total acres of parcel numbers 1500220180000, 1700220190000, 1500220322010, 1700220260000, and 1700220400000 near the intersection of Industrial Parkway and Mitchell-Dewitt Rd from RU Rural Undeveloped to PD Planned Development District – Staff Report by Brad Bodenmiller
  - David Faulkner moved a motion to accept the Staff and Zoning and Subdivision Committee recommendations to deny the Rezoning of 100.91 total acres of parcel numbers 1500220180000, 1700220190000, 1500220322010, 1700220260000, and 1700220400000 near the intersection of Industrial Parkway and Mitchell-Dewitt Rd from RU Rural Undeveloped to PD Planned Development District and Kevin Gregory seconded. All in favor.
4. Review of Zoning Text Amendment, Taylor Township (Union County) regarding Permitted Uses in the Rural (U-1) District –Staff Report by Brad Bodenmiller
  - Charles Hall moved a motion to accept the Staff and Zoning and Subdivision Committee recommendations of a modified approval of the Taylor Township Zoning Text update with staff and Prosecuting Office comments and Ben Vollrath seconded. All in favor.
5. Review of Zoning Parcel Amendment, Washington Township (Logan County) – Rezoning of parcel numbers 51-032-12-30-005-000, 51-032-12-30-008-000 and 51-032-12-30-009-000 from R-2 Medium Density Residential District to B-1 Service Business District – Staff Report by Brad Bodenmiller
  - John Bayliss moved a motion to accept the Staff and Zoning and Subdivision Committee recommendations to approve the Washington Township Zoning Parcel update with staff and Steve McCall seconded. All in favor.
6. Review of Zoning Parcel Amendment, Zane Township (Logan County) – Rezoning of parcel number 53-126-20-05-003-000 from R1 Low Density Residential to B2 Local Business District – Staff Report by Brad Bodenmiller
  - Jim Holycross moved a motion to accept the Staff and Zoning and Subdivision Committee recommendations to approve the Zane Township Zoning Parcel update and Jeremy Hoyt seconded. All in favor.
7. Annual Dinner – Heather Martin
  - Date: November 19, 2015
  - Time: 6:30 pm
  - Location: County Services Building, 940 S London Ave, Marysville

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## Logan-Union-Champaign regional planning commission

Director: Dave Gulden, AICP

8. Nominating Committee Report – Nomination Committee
  - Scott Coleman moved a motion to accept the recommendation of the Nominating Committee and Steve McCall seconded
9. Bylaws Committee – Kevin Gregory
  - Scott Coleman moved a motion to accept the recommendation of the Bylaws Committee and Charles Hall seconded. All in favor
10. December Luncheon (December 10, 12:15 pm at LUC) – Heather Martin
11. Building Committee Report – Dave Gulden
  - Dave reported that the Committee has two properties that are of interest. Once the Bylaw change is made, it will allow movement to progress.

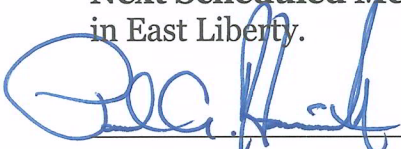
### Director's Report:

#### Comments from Individuals:

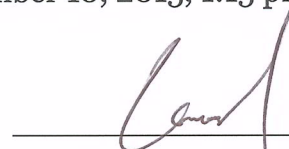
- Barry Moffett – How many new zoning inspectors are there? We're going to have a new inspector and the possibility is that our new inspector will not have any experience. It'd be great if there was a new zoning inspector training.
  - John Bayliss – How about municipalities and townships that aren't members; maybe it would be an enticement.
- Ben Vollrath – Are we expecting more money from the ODOT grant this year?
  - Dave – Our plan is to have at least one more, maybe two drawdowns for this year. There is work still being completed for the cost allocation plan and accounting procedures required by ODOT for this phase of the RTPO grant.

**Adjourn** – Steve McCall moved a motion to adjourn the LUC Executive Committee Meeting at 1:59 pm, and David Faulkner seconded. All in favor.

**Next Scheduled Meeting:** Thursday, December 10, 2015, 1:15 pm at the LUC Office in East Liberty.



\_\_\_\_\_  
President



\_\_\_\_\_  
Secretary