

Village of Clarksville
Planning Commission
2015 Annual Report

January

- Discussed village parking issues.
- Amy Byers, Village President, provided a report which included
- Reviewed 2014 Annual Planning Commission Report.
- Reviewed 2015 Annual Planning Work Program.
- Planning Commission Members nominated and appointed Planning Commission Officers for 2015:
 - Robert Blocher as Chairperson
 - Nicole Nordhof as Vice Chair
 - Jordan Burnie as Secretary

February

- Ice skating rink at Campbell Township Park opened.
- Lakewood School District stated that they are strongly considering closing both Sunfield and Clarksville elementaries. Much discussion followed regarding this issue.
- Tim Johnson, Professional Planner, Wade Trim, conducted a training session regarding Planning and Zoning. Tim provided valuable information covering topics such as rezoning, variances, master plans, site plan reviews, and much more. This session was well received by all in attendance, and was a great learning tool for new Trustees and Planning Commissioners.

March

- County Sheriff was hired by Village to provide patrol for 8 hours per month.
- Amy Byers, Village President, mentioned that she would like the Planning Commission to take a deeper look at the Zoning Ordinance and determine if there are sections that could be amended. It was suggested that we begin with parking regulations, section 152.170-172.
- Amy Byers provided updates on the decision to close Clarksville Elementary School. Researching was being done about the options for Clarksville families who are affected by the closing.
- Jordan Burnie gave a quick update on the Tree Grant Program. Planning Commission stated that they would like to have a trial program for 2015. \$1000 was budgeted for this program.

April

- Diane Sheldon was appointed to the Planning Commission.
- Pat Reser presented the sidewalk recommendations made by Planning Commission last year. In light of Clarksville Elementary closing, the Planning Commission wanted to re-evaluate the current sidewalk plan.
- It was reported that the Village attorney has been diligently researching all facts related to Clarksville Elementary closing, specifically taxing issues, property ownership, etc.
- Planning Commission began reviewing the parking regulations to look for possible improvements for downtown parking.

May

- Jami Manszewski and Joyce Callihan were present to discuss minutes from a meeting between Clarksville business owners. The meeting was held to discuss further collaboration with the

- Village. Some highlights and ideas include: Advertising Clarksville businesses on the Village website and Facebook page, creating care packages that would be distributed to new residents in the Village, and look into the feasibility of signage along I-96 and M-50 to advertise Clarksville.
- Public Hearing – Special Use Permit, Florence Sheldon: possess 4-6 dogs at residence 194 E Nash 1Ave. Public Comment was heard by residents objecting and in support of issue.
 - The floor was closed for public comment and Planning Commission discussed the permit. Diane Sheldon abstained from discussion and voting due to Florence being her daughter.
 - The motion was made to approve the special use permit with the following conditions of approval. The permit will be subject to an annual review and may be subject to revocation due to unabated nuisance and/or dog ordinance violations. Motion passed.
 - Robbie provided a report from Council: Sidewalk construction is on hold for the moment. \$80,000 is budgeted for future work. Further discussion regarding sidewalks will be made at the next Planning Commission meeting.
 - Planning Commission recommended that Professional Planner, Tim Johnson, be contracted to help revise multiple sections of the Zoning Ordinance, including parking, along with several non-codified ordinances (ex. Land Division, Subdivision Control).

June

- Planning Commission suggested that sidewalk be constructed on W Cross St between First St and Second St on both sides of the street. It is also suggested that sidewalks along Main St need to be repaired, specifically near the Post Office and on the east side of Main between High and McCormick St.
- Jami Manszewski reported that the Clarksville businesses held another meeting. Many businesses were represented. This group is now known as Project Clarksville. The focus is on Main St., but is open to all area businesses. The group is working on promoting Clarksville, and the primary goal is updating the facades downtown buildings. Project Clarksville would like the Planning Commission to work on updating downtown too with items such as sidewalks, lamp posts, tax incentives, etc. Jami will continue to act as the liaison between Planning Commission and Project Clarksville. Project Clarksville meets monthly.

July

- The Village Council reported that E Ferney speed limit has been reduced to 15mph and is now signed.
- Bob reported that we are in desperate need of volunteers for the Recycling Center. The program has become very successful. The Village and the Township should start thinking about what the future holds for the program as far as funding, size of program, etc.
- Planning Commission reviewed the sidewalk construction and repair estimate packet provided by Fleis & Vandenbrink. It is recommended that Council move forward with the project as proposed, but to see if there is flexibility on the engineering cost since it is 15% of the overall cost of the project.
- The Clarksville Business Grant program was reviewed by Planning Commission. The commission was very pleased with the grant. The grant is a huge step forward for the Village's vision of revitalizing downtown.

August

- Jami Manszewski was present and provided an update on Project Clarksville. The group would like to see the sidewalks in town expanded south to the feed store.
- Tim Johnson, professional planner, was present to provide draft zoning ordinance amendments for Subdivision, Land Division, and Wireless Communication Towers & Antennas.

- Motion was made and seconded to recommend Council approve the Subdivision Ordinance and the Land Division Ordinance as presented with minor changes. All voted aye.
- Motion was made and seconded to hold a public hearing at the next Planning Commission meeting regarding amendments to the Wireless Communication Towers & Antennas Ordinance as presented with minor changes. All voted aye.

September

- Public hearing was held regarding proposed amendment to the Wireless Communication Towers & Antennas Ordinance. No public comment was heard. Motion was made and seconded to recommend Council approve the ordinance as presented. Upon roll call vote, all voted aye. Motion passed.
- Tim Johnson provided Planning Commission with a draft Site Condominium Ordinance. Planning Commission reviewed the ordinance. Motion was made and seconded to hold a public hearing at the October 15 Planning Commission meeting regarding the Site Condominium Ordinance. All voted aye. Motion passed.
- Amy Byers reported that the Clarksville Elementary school building can still be used for certain functions such as boy scouts, basketball, etc.

October

- Robbie Mutschler resigned as Ex Officio Planning Commissioner.
- Bonnie Main was sworn in as Ex Officio Planning Commissioner with term expiring November 2016.
- Public hearing was held regarding proposed Site Condominium Ordinance. No public comment was heard. Motion was made and seconded to recommend Council approve the ordinance as presented. Upon roll call vote, all voted aye. Motion passed.
- Bonnie provided a Council report stating that the new sidewalk plan was approved and that recent ordinances (Subdivision, Land Division, Wireless Towers) were all approved.
- Brad Clark and Bill Pelfrey are both stepping down from the Decoration Planning Committee. Planning Commission suggested possibly working with other municipalities, fire department, or bidding job out to install banners.
- Dave Lind recently approached the Village to determine if there was interest in expanding Pinhook Estates. Planning Commission definitely welcomes new development, but recommends hiring a Planner to help guide the Village through the Site Condo process.

November

- Jordan Burnie's term ended as planning commissioner but he will remain to work with the village as web site support.
- Blocher was sworn in to continue his seat on Planning Commission.
- Jami Manszewski was appointed as Planning Commission Secretary.
- Kerry Fountain, Director of Clarksville/Saranac Public Library inquired about zoning of the former Gateway Church property which they intend to purchase. The planning commission board, in unanimous support will research what steps need taken to allow this use and will make recommendation to village council.
- Ex officio Bonnie Main provided council reported that \$250 has been allotted for materials needed for ice-skating rink at Campbell Township Park and the Site Condo Ordinance has been adopted.

- A motion was passed to research if rezoning Gateway Church property to P: Professional Office if §152.088 “(B) Uses permitted by right (7) Offices for non-profit organizations, (11) Public Buildings” applies and meets intent of library use. Based upon feedback from professional planner a public hearing may be held at the December Planning Commission meeting.

December

- Bonnie provided a Council report that the council is in support for rezone of the former Gateway Church property to Clarksville Library. Also, a second reading of Site Condominiums Ordinance #66 was read with no objections heard.
- Blocher reported that the Campbell Township approved the skating rink at the park. They will be also providing a porta potty for public use.
- The Planning Commission will be looking into updating the Master Plan starting in the month of January and to be finished in the year of 2016. A few ideas they will look into updating include abandoned or empty buildings on Main Street and what to do with them.

Planning Commission Chair – Robert Blocher

Planning Commission Secretary – Jami Manszewski