

**Wood County Planning Commission**  
**August 7, 2012 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, August 7, 2012 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, Robert Black, Tim Brown, Jim Carter, Richard Kohring, Joel Kuhlman, and Donna Schuerman. Planning Commission staff in attendance was: David Steiner, Kelly Hemminger, and Katie Baltz. 5 guests were present at the meeting.

Vice Chairman Black called the meeting to order. Upon calling the meeting to order, Ms. Schuerman made a motion to approve the July 2012 Planning Commission meeting minutes. Mr. Kohring seconded the motion and Commission members responded in full support. Mr. Black referred to the July 2012 meeting minutes and questioned when Mr. Steiner's annual review would take place. Mr. Steiner reported that his review should be conducted in September and reported that Mrs. Thompson volunteered to sit on the review committee and noted that Mr. Allion and Mr. Black were suggested to be on the committee since they sat on the committee last year. Mr. Allion and Mr. Black agreed to sit on the review committee.

**STAFF ACTIVITIES REPORT – MAY AND JUNE 2012**

Mr. Steiner reported a meeting was held with Poggemeyer Design Group to discuss details of the Subdivision Rules and Regulations update and stated that the first committee meeting of the Land Transfer Policy update was held. Mr. Steiner reported that all projects were completed under the FY10 CDBG program. Mr. Steiner stated that sanitary sewer taps were being installed under the FY11 CDBG Grant and a pre-construction meeting had been conducted for the FY11 Village of Bradner, Douglas Road Waterline Improvement project. Mr. Steiner reported that the FY11 CDBG City of Northwood, Sharon Drive and Florence Avenue Street Resurfacing project was out to bid. Mr. Steiner reported that two fair housing trainings had been scheduled. Mr. Steiner informed commission members that the FY12 Village of Portage project was ineligible for funding and reported that the Village of Weston would be submitted as an alternate project. Mr. Steiner reported that an agreement was signed and submitted to the Ohio Attorney General's Office for the Moving Ohio Forward Grant and noted that a policy and procedure committee would be formed consisting of a mix of county, city, village, and township officials. Mr. Steiner reported that he investigated one potential floodplain violation and stated that 4 parcel splits and 11 parcel combinations totaling approximately 160 acres of land were completed.

**TROY TOWNSHIP – ZONING**

The Troy Township Zoning Commission submitted an amendment to the current Troy Township Resolution pertaining to the replacement of mobile homes in the township. Specifically, the language allows for the owner of an existing mobile home to replace the mobile home with a new or different mobile home as long as the replacement is less than four (4) years old, and this can only occur once (one time basis).

Mr. Steiner began his review and discussion of the item and reported that Troy Township was making an attempt to regulate the occurrence and placement of mobile homes within the township. Mr. Steiner stated that mobile homes currently existed within Troy Township as a legal non-conforming uses and reported that the text amendment would allow zoning to phase out these types of mobile homes within the township. Mr. Steiner reported that the amendment had been reviewed and approved by the Wood County Prosecutors Office and that he also had recommended approval of the text. Mr. Steiner reported that mobile home parks will still be permitted within Troy Township.

When the item was turned over to Planning Commission members for review and discussion, Mr. Carter questioned if the amendment required the replacement mobile home to be larger. Mr. Steiner reported that a newer mobile home was likely to be larger but it was not a requirement. When the item was turned over to Planning Commission members for a motion, Mr. Allion made a motion to recommend to Troy Township that they approve the proposed text amendment. Mr. Kuhlman seconded the motion and Commission members responded in full support.

### **LAKE TOWNSHIP – ZONING**

An application was submitted by Deborah Dorans to rezone a 0.35 acre parcel of land in Section 11 of Lake Township from a B-1 Neighborhood Commercial zoning classification to an R-2 Residential zoning classification. The purpose of the request is that there is currently a single family dwelling located on the property that exists as a legal non-conforming use. The parcel is being sold as part of an estate, and in order to secure bank financing, the buyers need to have the property zoned to the correct zoning classification.

Mr. Steiner began his review and discussion of the item and stated that the property was located in the northeast quarter of Section 11 of Lake Township, more specifically; the parcel was located at the southeast corner of the intersection of Walbridge and Matthews Roads. Mr. Steiner reported Woodville Road was located approximately 270 feet to the east of the parcel and Bradner Road was located approximately one mile to the east. Mr. Steiner reported that the property was currently zoned B-1 Neighborhood Commercial and lands to the south and east were also zoned B-1 Neighborhood Commercial. Mr. Steiner reported that lands to the north were zoned B-1 Neighborhood Commercial and M-1 Light Industrial and lands to the west were zoned R-2 Residential. Mr. Steiner stated that land use in the area was extremely mixed with commercial and industrial uses, which were occurring alongside medium density residential uses. Mr. Steiner continued that the Wood County Comprehensive Land Use Plan had designated that area as an urban infill area and reported that no floodplains or wetlands were associated with the parcel and all utilities were available.

Mr. Steiner reported that the Wood County Auditor records indicated that the dwelling on the property was built in 1933, which meant that it existed prior to zoning being enacted in Lake Township. Mr. Steiner stated that the parcel was zoned commercial when zoning was enacted and the dwelling was allowed to continue as a legal non-conforming use. Mr. Steiner reported that the property was part of an estate sale but the buyer was unable to secure financing since the property was zoned commercial rather than residential.

When the item was turned over to Planning Commission members for review, the attorney (name not stated) for the applicants reported in order to secure FHA financing, the applicants needed to have the property rezoned to the proper residential zoning classification. There being no further discussion, Mr. Brown made a motion to recommend approval of the item to Lake Township. Mr. Kohring seconded the motion and Commission members responded in full support.

**NORTHWESTERN WATER AND SEWER DISTRICT UPDATE**

Bill Barber and Mike Stoll of the Northwestern Water and Sewer District informed Planning Commission members about the current and future projects that the district has planned.

**DIRECTORS TIME**

Mr. Steiner reported that the next Planning Commission meeting was scheduled for September 4, 2012 @ 5:30pm. Mr. Steiner stated that he would like to enter into executive session to discuss salaries. Mr. Brown made a motion to enter into executive session. Mr. Allion seconded the motion and Commission members responded in full support. Following a brief executive session, Ms. Schuerman made a motion to exit executive session and adjourn the August 7, 2012 Planning Commission meeting. Mr. Carter seconded the motion and Commission members responded in full support.