

**Wood County Planning Commission**  
**December 2, 2008 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, December 2, 2008 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, Tim Brown, Pat Fitzgerald, Ray Huber, Richard Kohring, Alvie Perkins, and Leslee Thompson. Planning Commission staff in attendance was: David Steiner, Kelly Hemminger, and Cheryl Riffner. One guest was present at the meeting.

Mr. Kohring called the meeting to order. Upon calling the meeting to order, Mr. Brown made a motion to approve the October 2008 Planning Commission meeting minutes. Mrs. Thompson seconded the motion with Commission members responding in full support.

**New Business:**

**ACTIVITIES REPORT**     *(October 2008 – November 2008)*

Mr. Steiner reported that the Planning Commission continued to research the Wood County Subdivision Rules and Regulations update process. Mr. Steiner stated that Planning Commission staff attended the annual Northwest Ohio Planning Conference and stated that the Director conducted a presentation on residential wind turbines. Mr. Steiner reported that the FY07 Village of Custar and Hoytville projects were complete and stated that bids for the FY07 Village of Risingsun sanitary sewer tap-in project were received. Mr. Steiner reported that work continued on the FY06 Village of Luckey and the FY07 Northwestern Water and Sewer District sanitary sewer tap-in projects. Mr. Steiner stated that Mrs. Hemminger attended the 2008 OHCP Community Development Block Grant Conference at Salt Fork State Park. Mr. Steiner reported that the FY08 CDBG grant agreement was received from the State of Ohio and stated that 12 parcel splits and 4 parcel combinations had been completed and informed members that 2 rural address locations were issued.

**SUBDIVISION – PERRYSBURG TOWNSHIP**

ESA (Engineers, Surveyors & Associates, LLC.), submitted a preliminary-final plat entitled Cedar Business Center Plat 4 for Planning Commission review and approval. Plat 4 would allow First Solar LLC to expand their current facilities. Mr. Steiner reported that he had made an error while preparing the agenda and agenda summary for the December 2008 Planning Commission meeting. The agenda summary reported that the plat included a right-of-way dedication, but after further review, it was determined that it was a right-of-way vacation of approximately 540' of Cedar Park Boulevard within Plat 4 of the Cedar Business Center.

Mr. Steiner reported that the property in question was located in part of Block 7 of the Cedar Business Center Plat 3, in Section 2 of Perrysburg Township, and contained 45.350 acres of land. Mr. Steiner reported the parcels in question were located on the north side of Cedar Park Boulevard, approximately 1,900 feet east of Glenwood Road, and approximately 2,200 feet south of State Route 795. Mr. Steiner reported the entire plat of Cedar Business Center was located in the unzoned portion of Perrysburg

Township. Mr. Steiner stated that all land use controls, such as building line setbacks and lot coverage percentages, were addressed through the plat's deed and plat restrictions. Mr. Steiner reported land use in the surrounding area was primarily industrial and reported that the Wood County Land Use Plan identified the area where the proposed plat was located as a Key Corridor and an Employment Center. Mr. Steiner reported that no identified floodplains or wetlands were associated with the parcel and stated that all utilities were available.

When the item was turned over to Planning Commission members for review and discussion, Mr. Huber reported that he had several issues and explained that Commission members could either conditionally approve the plat and allow him to work with the consulting engineer privately to resolve issues that he had with the plat, or Mr. Huber could discuss each area of concern that he had. Commission members agreed that they would like Mr. Huber to work privately with the consulting engineer to resolve his concerns. Mr. Huber suggested that Commission members conditionally approve the plat with a condition that his concerns are addressed before the plat is recorded. Mr. Fitzgerald questioned if the issues were resolvable. Mr. Huber stated that most of the issues were simple inconsistencies and reported that he would submit his comments and concerns to the Planning Commission staff.

Mr. Steiner reported that Cedar Business Center Plat 4 could not be officially recorded until the Wood County Commissioners approved the vacation of Cedar Park Boulevard right-of-way. After much review and discussion, Mr. Brown made a motion to grant final approval of Cedar Business Center Plat 4, with the following conditions:

1. The Plat cannot be recorded until the existing right-of-way of Cedar Park Boulevard has been officially vacated per a Resolution by the Board of Wood County Commissioners.
2. The Wood County Engineer's comments and concerns are addressed and corrected to the satisfaction of the Wood County Planning Commission Office and the Wood County Engineer:
  - a. Correct the notation to Cedar Business Center Plat Three on the plat drawing. Since the portion of the drawing that contains this notation is to be part of the new plat, the reference to Plat Three either needs to be eliminated or noted as being a reference only.
  - b. The plat submitted for review shows 540' feet of Cedar Park Boulevard as being vacated. This has not occurred as of the date of plat submission. A better approach would be to submit a revised plat drawing after the right-of-way has been officially vacated.
  - c. Surveyor's Cap #5416 needs to be identified on the plat drawing. It is noted in the legal description, but not shown on the drawing.
  - d. At the end of the second line, 780' feet from the Point of Beginning, the drawing shows a "Set Monument", and the legal description references a set iron pin. This needs resolved.
  - e. The iron pin found at the end of the 985.63' run needs shown.
  - f. The iron pin found at the end of the 449.50' run needs shown.
  - g. The storm sewer line located within the 25' storm sewer and water line easement area are not maintained by Wood County.

- h. Within the Owner's Certification there is a reference made to Utility Easements. The types of utilities included under this easement needs to be listed. The Owner's Certification also makes reference to "Sanitary Easements", however none are shown on the plat drawing. If they are present, they need shown.
- i. Also in the Owner's Certification there is mention of Drainage Easements. The entity that is to maintain these easements needs identified.

Mr. Allion seconded the motion and Planning Commission members responded in full support.

**Chairman's Time:**

Chairman Fitzgerald stated that a nomination committee needed to be formed to nominate 2009 Planning Commission officers. Chairman Fitzgerald stated that he would be on the committee and nominated Ms. Schuerman and Mr. Kohring. Both accepted the nomination. Chairman Fitzgerald stated that the nomination committee would meet immediately following the meeting.

**Director's Time:**

**WOOD COUNTY SUBDIVISION RULES AND REGULATION UPDATE**

Mr. Steiner stated that he would like to begin the update of the Wood County Subdivision Regulations and questioned how Planning Commission members would like the process to proceed. Mr. Steiner asked if Commission members would like the process to happen in house or with the help of a consultant. Mr. Brown questioned if the update process could be done in house. Mr. Steiner stated that he believed it could be accomplished in house. Planning Commission members agreed that the Planning Commission staff should start the Wood County Subdivision Regulation Update Process in house.

Mr. Steiner reported that the next Planning Commission meeting would be held on January 6, 2009 at 5:30pm. There being no further discussion, the December 2, 2008 Planning Commission meeting stood adjourned with a motion from Ms. Schuerman. Mrs. Thompson seconded the motion and Commission members responded in full support.