

## **Wood County Planning Commission July 5, 2011 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, July 5, 2011 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, John Brossia, Jim Carter, Patrick Fitzgerald, Richard Kohring, Alvie Perkins, Donna Schuerman, and Leslee Thompson. Planning Commission staff in attendance was: David Steiner, Kelly Hemminger, and Katie Baltz. In addition to Planning Commission members and staff, approximately 16 guests were present.

Chairman Allion called the meeting to order. Upon calling the meeting to order, Mr. Fitzgerald made a motion to approve the May 2011 Planning Commission meeting minutes. Mrs. Thompson seconded the motion with Commission members responding in full support.

### **ACTIVITIES REPORT – MAY AND JUNE 2011**

Mr. Steiner reported that a contract was entered into with Poggemeyer Design Group to assist with the update of the Wood County Subdivision Rules and Regulations and noted that a kick-off meeting was tentatively scheduled for the end of July 2011. Mr. Steiner stated that the FY08 Community Development Block Grant (CDBG) program had been monitored and reported that no findings were issued. Mr. Steiner reported the FY10 CDBG Troy Township Water Vending Station was out for bid and the FY10 CDBG Milton Center Storm Sewer project has been scheduled for bid. Mr. Steiner stated that construction was concluded for the FY09 CDBG program. Mr. Steiner stated that a meeting was held with the Toledo Fair Housing Center to complete an Analysis of Impediments to Fair Housing Study. Mr. Steiner reported the necessary public hearings to adopt the new floodplain regulations were held and noted that the regulations were effective on June 26, 2011. Mr. Steiner stated 7 addresses were issued and reported 6 parcel splits totaling approximately 39 acres and 4 parcel combinations totaling approximately 132 acres were reviewed and approved. Mr. Brossia questioned if many changes were planned for the update of the Wood County Subdivision Rules and Regulations. Mr. Steiner stated that he was hoping to do a massive overhaul since the regulations were very outdated. Mr. Fitzgerald questioned if the State of Ohio budget would effect Wood County CDBG funding. Mr. Steiner reported the FY11 CDBG allocations had been delayed and stated future funding was not guaranteed.

### **ZONING - CENTER TOWNSHIP**

The Center Township Trustees submitted a series of text amendments to the current Center Township Zoning Resolution for review and approval. Amendments included changes to the minimum frontage and area requirements for parcels of land in Center Township, changes to the front yard setback requirements, and the addition of language for the regulation of wind turbines and small wind farms.

Mr. Steiner began his review and discussion of the item and stated that Center Township had been working on updates for several years and reported that the most recent submission consisted of language to regulate wind turbines and small wind farms, changes to the front yard setback requirements, and an increase in the minimum parcel size and frontage requirements for new parcels in Center Township. Mr. Steiner reported the language relating to wind turbines and small wind farms was the universal language that the Wood County Planning Commission Office had drafted for all townships to use. Mr. Steiner reported that Center Township chose to classify individual wind turbines as a conditional use in all districts and small wind farms as a conditional use in Agricultural and Industrial Districts only. Mr. Steiner stated that fence setbacks were excluded from the front yard setback requirements and reported that Center Township chose to increase the minimum parcel size and frontage requirements from a minimum of 1 acre in size and 175 feet of frontage to a minimum of 2 acres in size and 300 feet of frontage. Mr. Steiner added that two family dwellings would be required to have a minimum of 3 acres. Mr. Steiner reported that Center Township elected to apply the minimum parcel size requirements to all Agricultural and Residential zoned districts. Mr. Steiner expressed that he believed the updates were good overall, but questioned if the lot size requirements may be too excessive for residentially zoned areas that may have utilities such as water and sewer.

When the item was turned over to Planning Commission members, Mr. Kohring made a motion to recommend that Center Township approve the Center Township Zoning Resolution amendments and suggested that the Township reevaluate the lot size requirements for residentially zoned areas. Mr. Fitzgerald seconded the motion and Commission members responded in full support.

#### **FY11 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) "FORMULA PROGRAM"**

Mr. Steiner began his review and discussion of this item and reported that a total of 10 applications were submitted for the FY11 CDBG Formula Program, with a total of \$434,800 being requested. Mr. Steiner stated that \$295,000 was available for funding in FY11, and reported that a total of \$265,500 would be available for up to 6 projects. Mr. Steiner stated that 10% of the total available funds would be used for administration of the program. Mr. Steiner then reviewed the FY11 Formula Program applications and briefly detailed the projects that were proposed. They were as follows:

#### **VILLAGE OF BRADNER**

Replacement of approximately 624 linear feet of existing 6" asbestos cement waterline with 8" ductile iron. Project also includes the replacement of 7 service lines, 1 hydrant, 1 valve, and the relocation of an existing hydrant.

#### **VILLAGE OF CUSTAR**

Resurfacing of Custar Road from the CSX railroad track north to State Route 281 and also a portion of State Route 281.

**VILLAGE OF HOYTVILLE**

Installation of 400 feet of 5' wide sidewalk from the intersection of South Maple Street and South Main Street (State Route 235) to the last home on the east side of South Main Street.

**VILLAGE OF NORTH BALTIMORE**

Installation of an ADA compliant curb ramp and automatic door operators at the Municipal Building to allow elderly, disabled and those with limited mobility improved access to the Village's Municipal Building.

**NORTHWESTERN WATER AND SEWER DISTRICT**

Replacement of sanitary sewer laterals for low – moderate income (LMI) households in identified problem areas within Wood County.

**CITY OF NORTHWOOD**

Resurfacing of approximately 1100 feet of road with 2 inch of asphalt concrete, removal of approximately 1240 feet of existing 6 & 8 inch storm sewer and replaced with 1300 feet of 10 inch storm sewer, and installation of eighteen 6 inch storm sewer taps totaling 375 feet to existing parcels on the south side of Florence Avenue and both sides of Sharon Drive.

**VILLAGE OF PORTAGE**

Resurfacing of 300 feet long and 40 feet wide of East Walnut Street between Dixie Highway (State Route 25) and Second Street with 2 inches of asphalt concrete. Project will include replacement of 2 catch basins, 600 feet of curbs and 2 curb ramps.

**VILLAGE OF RISINGSUN**

Replace approximately 3,700 square feet of concrete walks along portions of the north and south side of Main Street.

**VILLAGE OF WESTON**

Replace existing 4" to 6" storm sewers with approximately 250 feet of 8" storm sewer along Oak Street and Ash Street.

**WOOD COUNTY HEALTH DEPARTMENT**

Installation of sanitary sewer taps for Wood County residents located in critical sewage disposal areas that qualify as low – moderate income (LMI).

After summarizing the details of the applications, Mr. Steiner turned the item over to the Planning Commission members for review and discussion. Mr. Allion allowed all individuals who were present to give a brief summary of their projects.

After much discussion regarding the projects that would be funded, Mr. Fitzgerald made a motion to fund the following projects and amounts:

1. Village of Bradner	\$52,000
2. Wood County Health Department	\$25,000
3. Northwestern Water and Sewer District	\$53,000
4. Village of Weston	\$29,500
5. City of Northwood	\$50,300
6. Village of Portage	\$55,700

Commission members discussed and accepted the following as alternate projects for the FY11 CDBG Formula program; 1) Village of North Baltimore (\$40,000), and 2) Village of Risingsun (\$29,200). Ms. Schuerman seconded the motion with Commission members in full support.

**Director's Time**

Mr. Steiner reported that the next Planning Commission meeting would be held on August 9, 2011 at 5:30pm. Mr. Steiner questioned if any of the Planning Commission members were interested in sitting on the steering committee for the update of the Wood County Subdivision Rules and Regulations. Mr. Kohring and Mr. Allion volunteered to help with the update. There being no further discussion, the meeting stood adjourned with a motion from Mr. Carter. Mr. Kohring seconded the motion and Commission members responded in full support.