

**Wood County Planning Commission
July 1, 2014 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, July 1, 2014 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, Jim Carter, Doris Herringshaw, Raymond Huber, Joel Kuhlman, Donna Schuerman and Leslee Thompson. Planning Commission staff in attendance was David Steiner and Katie Baltz. 5 guests were present at the meeting.

Vice Chairman Huber called the meeting to order. Upon calling the meeting to order, Mr. Huber noted that order of the items on the agenda may want to be switched since the second item on the agenda could be somewhat controversial and could require in depth discussion. Ms. Schuerman made a motion to revise the order of the agenda; Ms. Thompson seconded.

Ms. Herringshaw made a motion to approve the June 2014 Planning Commission meeting minutes. Mr. Kuhlman seconded the motion, Commission members responded in full support.

New Business

STAFF ACTIVITIES REPORT

Mr. Steiner summarized the various Planning Commission staff activities for June 2014. Mr. Steiner noted that Planning Commission staff had performed final corrections on the new Subdivision Rules and Regulations and advertised and set the public hearing date for August 5, 2014, assisted Perry Township with a potential zoning violation, held the 3rd public hearing for the FY14 CDBG projects, submitted the FY14 CDBG application and the FY14 CHIP application to the State of Ohio, completed Village of Pemeberville pool lift project, bid out the FY13 Village of Walbridge and Village of North Baltimore projects, continued working on the Moving Ohio Forward grant, processed 9 parcel combinations and 9 parcel splits and issued 9 rural address locations.

SUBDIVISION - PERRYSBURG TOWNSHIP

George Oravec submitted an application on behalf of Randall and Deborah Ernsthansen for a final replat entitled "Replat of Lots 16 & 17 Waterford Beside the River". This replat proposed to combine the existing Lots 16 & 17 in the plat of Waterford Beside the River into one new lot of record.

The purpose for this was that the applicant wished to construct a new dwelling on the lots that would straddle the existing lot lines. Per Perrysburg Township Zoning, the lots needed combined into one single lot in order to place the dwelling across the parcels.

Mr. Steiner noted that this agenda item had been reviewed at the June 2014 Planning Commission meeting and had been tabled due to numerous errors on the plat. Mr. Steiner stated that the errors had been corrected and the corrected version of the plat was what was being reviewed at this meeting.

Mr. Steiner stated that the lots were located on the east side of East Waterford Drive and State Route 65, and River Road was located approximately 400 feet to the south. Mr. Steiner noted that the two (2) existing lots were currently zoned PUD-R which was Planned Unit Development Residential. Mr. Steiner stated that all lands surrounding the lots also had a PUD-R designation. Mr. Steiner noted that land use in the area was medium to low density residential and that there were no floodplains or wetlands on the lots and all utilities were available.

Mr. George Oravec, Consulting Engineer concurred with Mr. Steiner's recommendation for Planning Commission approval of this plat.

Mr. Allion made a motion to approved the "Replat of Lots 16 & 17 Waterford Beside the River", Mr. Kuhlman seconded the motion, Commission members responded with a vote of 6 in favor, none opposed, motion carried.

SUBDIVISION – MIDDLETON TOWNSHIP

George Oravec had submitted a preliminary plat on behalf of McCarthy Builders Inc. entitled "River Bend Lakes Plats 3-5" for preliminary approval. The residential subdivision consisted of seventy three (73) single family lots and covered approximately 37.11 acres of land in River Tract 54 of Middleton Township.

Mr. Steiner noted that this plat had originally been planned to be reviewed at the April 2014 Planning Commission meeting but the applicants pulled the plat from the agenda due to errors on the plat. The plat was then revised and re-submitted.

Mr. Steiner stated that the plat being reviewed was part of the larger River Bend development located off River Road in River Tracts 54 and 55 of Middleton Township and this phase of the subdivision would be accessed by the extensions of John F. McCarthy Way and Grand Bank Way. Mr. Steiner pointed out the location of the plat on a map.

Mr. Steiner reported that the underlying plat was zoned R-3 Residential and that lands to the east, south, north and west were zoned R-3 Residential as well. Mr. Steiner stated that land use in the area was primarily residential, and the Comprehensive Land Use Plan had designated this area as being in an urban – small town expansion area. Mr. Steiner noted that there were no floodplains or wetlands located on the plat and all utilities were available to the plat.

Mr. Steiner noted that this proposal consisted of three (3) individual plat phases that included seventy three (73) single family lots within three separate plats. Mr. Steiner stated that plat improvements included water and sewer, gas, electric, and sidewalks. Mr. Steiner explained that the existing streets of Grand Bank Way and John F. McCarthy Way would be extended to serve the new phases, and new streets entitled Sunset Harbour, and North Cape Court would be constructed to serve the subdivision. Mr. Steiner stated that all streets would have sixty feet of right of way with twenty five feet of back to back paving as well as curbs, gutters, and sidewalks.

Mr. Steiner stated that the Wood County Engineer's Office also reviewed this newly designed plat, and found numerous errors with the plat as presented. Mr. Steiner noted that The Wood County Engineer's Office had recommended to the Planning Commission that preliminary plat approval be denied by the Planning Commission due to the plat errors in a letter dated June 17, 2014.

Mr. Steiner stated that a revised plat had been submitted by the Engineer and that most of the errors identified by the Planning Commission Staff and the Engineer's office on the plat originally submitted for preliminary approval had been corrected and/or adequately addressed, however, it was past the plat submittal deadline and the agenda's had already been mailed out.

Mr. Steiner noted that the Planning Commission had some options for how to proceed with this plat. Mr. Steiner stated that the first option would be to grant the plat conditional preliminary approval with the condition that all errors identified by the Planning Commission and Engineer's Office would be corrected and a revised preliminary plat incorporating these corrections be filed with the Planning Commission Office. The second option would be to take the Engineer's Office's advice and deny preliminary approval of the plat. Lastly, the Commission could vote to table the item and have the applicant resubmit a corrected plat at another Planning Commission meeting.

Mr. Steiner reiterated that the plat submitted by the applicant was recommended denial by the Engineer's office due to plat errors, and that the revised plat submitted by the applicant that addressed these errors was not eligible for review at this meeting due to missing the submission deadline.

Mr. Huber, vice chair, noted that the copy of the plat that Planning Commission members had received in the mail did not have a subdivision title on it. Mr. Huber stated that the plat submitted after the 20 day deadline should not be accepted for review at this meeting and even if it were accepted, the errors were still not corrected. Mr. Huber noted that it was not the intention to be nasty or to stop this development, rather to ensure that the documentation being recorded for now and perpetuity was correct.

Ms. Schuerman stated that the Planning Commission shouldn't consider any plat that members haven't seen. Ms. Schuerman made a motion to deny "River Bend Lakes Plats 3-5", Mr. Carter seconded the motion.

George Oravec, Oravec and associates, stated that he'd received the list of corrections from Mr. Steiner on June 17th, had picked up the marked-up plats on June 18th, and had re-submitted that plat on June 23rd. Mr. Oravec noted that the layer that adds the plat title to the plat drawing was turned off and that is why there was no title on the plat. Mr. Oravec stated that the revised plat that was submitted after the submission deadline was to provide the additional information requested by the Engineer's office; however it didn't change the lots, it didn't change the streets, and it didn't change the location of the lakes or any other pertinent information that had been submitted on the plat before the

submission deadline. Mr. Oravec requested that the Planning Commission approve the plat subject to resolving all of the differences with the Engineer's office.

Mr. Kuhlman asked if the Planning Commission had given conditional preliminary approval in the past. Mr. Steiner stated that this type of approval has been granted in the past.

Following extensive discussion on the timeliness, completeness and the use of conditional approval for the submitted plat, Ms. Schuerman withdrew her motion to deny the plat and Mr. Carter withdrew his second to the motion.

Ms. Thompson made a motion to grant conditional preliminary approval to "River Bend Lakes Plats 3-5" with the condition that all errors are identified, fixed, stamped and signed by the Engineer's Office. Mr. Carter seconded the motion.

Ms. Penny Getz, Middleton Township Trustee requested that a plat that is submitted be correct in order to avoid the confusion of having multiple versions of a plat. Mr. Jeff Ford, Middleton Township Zoning Inspector asked Mr. Musteric if the revised plat that he'd seen had met the requirements for the pond that is already dug. Mr. Musteric said that it was an issue that would have to be reviewed before approval. Mr. Ford stated that all other zoning requirements had been met.

The developer, Mr. Brian McCarthy stated that he needed to get the pond dug in order to satisfy the EPA, and he needs the plat approved in order to receive a zoning permit from Middleton Township.

Mr. Kuhlman asked Mr. Huber how he felt about the motion for conditional approval since it would require the most work by his office. Mr. Huber said he would forego his previously mentioned concerns under the premise that Mr. Oravec would come in and sit down with the Engineer's office and go through the drawings line by line and item by item and check off the items that need to be corrected. Mr. Huber stated that at some point a line needs to be drawn in the sand to prevent future plats with errors from seeking conditional approval.

Mr. Doug Boyce of the Home Owners Association and Pond Association noted that the plat being reviewed had their acceptance and support.

Mr. Huber asked if the conditional approval was given and the developer, the engineer and the County Engineer's office sat down and corrected all of the items, would that satisfy Middleton Township's permit requirements in order for the developer to get his pond permit. Mr. Ford stated that yes it would. Mr. Steiner questioned whether the township would grant the permit before the issues are resolved, or not until the plat issues had been resolved between the engineers. Mr. Huber stated that he would let Mr. Steiner know when the plat issues had been resolved so Mr. Steiner could then let the township know that it was okay to issue a permit.

Mr. Huber called for a vote, Planning Commission members responded with a vote of 6 in favor, none opposed, motion carried.

CHAIRMAN'S TIME

DIRECTOR'S TIME

Mr. Steiner stated that in the upcoming months he would be offering suggestions for Block Grant project selections in the future.

Mr. Steiner noted that the Planning Commission needed to make a motion to approve and accept the Commissioners' adopted employee handbook for use for Planning Commission Employees. Ms. Thompson stated that it would be more appropriate to vote when additional Commission members are present. Ms. Baltz asked if the Commission would just be approving the amendments or the entire document. Mr. Steiner stated that he didn't believe the handbook had ever been adopted by the Commission and that the entire document should be adopted. Mr. Huber suggested that the item be reviewed next month and that the document is available to view on the Commissioners' website. (Available at <http://www.co.wood.oh.us/employee/policies/default.html>.)

There being no further discussion, Ms. Schuerman made a motion to adjourn the July 1, 2014 Planning Commission Meeting. Mr. Kuhlman seconded the motion, no vote was taken.