

Wood County Planning Commission June 1, 2004

The Wood County Planning Commission met in regular session on Tuesday, June 1, 2004 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, Phil Bressler, Jim Carter, Chris Ewald, Pat Fitzgerald, Jim Kohring, Alvie Perkins, and Donna Schuerman. Planning Commission staff in attendance was: David Steiner, Kelly Moore, and Cheryl Riffner. In addition to Planning Commission members and staff, 33 guests were present.

Chairman Kohring called the meeting to order. Upon calling the meeting to order, a motion was made by Mr. Fitzgerald to approve the May 4, 2004 Planning Commission meeting minutes. Mrs. Schuerman seconded the motion with Commission members in full support.

New Business:

REVIEW OF THE WOOD COUNTY PLANNING COMMISSION ACTIVITIES REPORT FOR JUNE 2004.

Mr. Steiner began his review and reported that two sample versions had been drafted of the Route 25 Overlay District to be reviewed and adopted by Center, Plain, and Middleton Townships. Mr. Steiner reported that a report had been prepared on green space and had been mailed for review by the Planning Commission. Mr. Steiner stated that modification had been done with TMACOG that related to the Wood County population projections. Mr. Steiner reported that Ms. Moore and himself had attended and provided assistance for three meetings held by the Wood County Prosecutor's Office regarding the administration of Township Zoning. Mr. Steiner stated that the FY2004 CDBG Formula applications were mailed to all Wood County Villages and Townships. Mr. Steiner stated that the City of Perrysburg FY2002 curbs and ramps project was awarded to Quinn Concrete. Mr. Steiner also reported that work had been completed to update the Wood County Floodplain Regulations. Mr. Steiner noted that an Enterprise Zone agreement was reviewed and accepted for Cooper Company in Bowling Green. Mr. Steiner completed his review and stated that new computer systems had been installed. Mr. Steiner also stated that 21 parcel splits and 9 combinations had been completed.

REVIEW OF APPLICATIONS FOR WOOD COUNTY'S FY04 COMMUNITY DEVELOPMENT BLOCK GRANT "FORMULA" PROGRAM

Mr. Steiner began his review of the applications and noted that another application had been received from the Village of Luckey that requested \$60,000 for a project that involved the installation of sewer tap in's. Mr. Carter asked if the Village of Luckey was making a local contribution. Mr. Steiner stated he was not aware of any contribution and the Village of Luckey could answer that question. Mr. Perkins questioned if it was sanitary or storm sewers. Mr. Steiner stated sanitary sewer. Mr.

Steiner continued his review by stating the main purpose of CDBG funding was to eliminate slum and blight, and assist low and moderate income individuals. Mr. Steiner noted 186 CDBG programs had been completed, and 41 local governments and agencies had been funded since 1983. Mr. Steiner reported that the Planning Commission had received 16 applications from various cities, villages, and townships. Mr. Steiner stated that \$840,783 had been requested in the applications and only \$341,000 would be available from the state. Mr. Steiner also stated that acquired cities would have to compete with all applicants to receive funds. Mr. Steiner also noted that Rossford would be receiving \$25,000 that they forfeited the previous year, which left \$281,900 for five other projects. Mr. Steiner then proceeded to give a brief description of the applicants.

Mr. Steiner then went on to list the FY04 applicants, and briefly detailed the projects they proposed. The applications were as follows:

- BRADNER FIRE DEPARTMENT: Purchase of a new ambulance to serve the communities of Bradner, Wayne, Risingsun, and Montgomery Township.
- VILLAGE OF CUSTAR: Construction of a Sanitary Pump Station as part of a larger project that involves installation of a sanitary sewer system for the Village of Custar.
- VILLAGE OF CYGNET: Waterline replacement along Jackson, Front, and Walbridge Street in the Village of Cygnet.
- VILLAGE OF HASKINS: Street resurfacing of approximately 1,900 lineal feet of existing asphalt on Sugar, Mary, and Watts Streets in the Village of Haskins.
- HOYTVILLE, JACKSON TOWNSHIP FIRE DEPARTMENT: Purchase of several new pieces of fire fighting equipment including: thermal cameras and breathing equipment.
- VILLAGE OF JERRY CITY: The construction of asphalt pavement overlay for deteriorating streets in the Village which include Jerry, Smith, and Factory Streets, Mears Road, and additional alleys.
- LIBERTY TOWNSHIP, UNINCORPORATED VILLAGE OF RUDOLPH: Replacement of 2,700 lineal feet of existing sidewalk along streets in the unincorporated Village of Rudolph.
- VILLAGE OF MILTON CENTER: Construction of an ADA compliant sidewalk and entranceway at the Village Hall.
- VILLAGE OF NORTH BALTIMORE: 278 square yards of street resurfacing along Rudolph Road from East Broadway Street north to Quarry Road.
- CITY OF NORTHWOOD: ADA restroom improvements at Fire Station #2: includes demolition of existing restroom and installation of ADA compliant restroom.
- CITY OF PERRYSBURG: Installation of ADA chair lift in Rivercrest Park concession area.
- VILLAGE OF PORTAGE: Replacement of 1,610 lineal feet of existing sidewalk along Findlay Pike in the Village of Portage.
- CITY OF ROSSFORD: Citywide replacement of existing curbs and ramps with ADA approved curbs and ramps.
- VILLAGE OF WESTON: Replacement of 800 feet of existing waterline along Russ Street with 8 inch PVC waterline.

WSOS: Purchase of 135 air conditioners at \$195.00 each for use of elderly residents who meet the program income guidelines.

CITY OF LUCKEY: Provide assistance to low-income residents with cost of sanitary sewer tap-ins.

After summarizing the details of the applications, Mr. Steiner turned the item over to the Planning Commission members for review and discussion. Mr. Kohring allowed individuals present that represented an application to give a brief summary of the project. Mr. Fitzgerald questioned if the Hoytville, Jackson Township Fire Department would be eligible to be funded with incomplete application. Mr. Steiner stated that they would be considered but income data would have to be provided. Mr. Fitzgerald asked if Haskins had applied before. Mr. Steiner stated they had applied but never received funding. Mr. Allion questioned when Custar project would be bid out. Linda Bechstein, representing the Village of Custar stated they anticipated a bid date of 2005. Mr. Fitzgerald questioned what the primary purpose of CDBG funds was. Mr. Steiner stated to eliminate slum and blight and to assist Low and Moderate Income (LMI) individuals.

Mr. Bressler suggested Bradner Fire Department should be funded. Mrs. Schuerman questioned if ambulance purchases should be funded with CDBG funds. Mr. Bressler felt this was a great project to be funded. Mr. Ewald questioned wide spread of the Bradner dollar amount requested. The individual who represented Bradner stated that there was a wide range of prices for the project. Mr. Perkins stated a levy would help to gain these funds. Mr. Ewald suggested WSOS be funded. Mr. Fitzgerald stated he would like Haskins, Custar, and Luckey to be funded. Mr. Kohring stated the projects picked seemed to have contributed a great amount of local funds. Mr. Fitzgerald stated Northwood should have an ADA restroom. Mr. Ewald suggested Luckey be used to balance funds. Mr. Allion suggested the amount that exceeded the funds available be split among projects that were picked. Mr. Fitzgerald suggested that WSOS be used for an alternate.

Mr. Bressler made a motion to fund the following projects:

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| 1. Bradner Fire Department | \$59,900 |
| 2. City of Northwood | \$20,000 |
| 3. Village of Haskins | \$84,000 |
| 4. Village of Custar | \$64,000 |
| 5. Village of Luckey | \$54,000 |

Mr. Weidner seconded Mr. Bressler's motion. Upon calling the vote, Commission members responded with a vote of 7 in favor, 1 opposed, motion passed.

Mr. Steiner suggested that another alternate project should be chosen. Mr. Allion suggested that both Weston and Cygnet be listed as alternate projects. Mr. Fitzgerald made a motion to accept Weston and Cygnet as alternate projects. Mr. Allion seconded the motion with commission members in full support.

ZONING – PERRYSBURG TOWNSHIP

Jefferson Development, LLC, had submitted a request to rezone approximately 10.6 acres in Road Tract 6 of Perrysburg Township from an A-1 agricultural zoning classification to PUD-RS zoning classification.

Mr. Steiner began his review and discussion of the item and mentioned the request was for a final approval of a PUD development. Mr. Steiner stated the proposed PUD was located in Road Tract 6 of Perrysburg Township. Mr. Steiner stated that Thompson Road formed the Western boundary of the property and private lands bordered the property to the North, South, and East. Mr. Steiner mentioned that the Toledo ABC Auto Auction was located to the North of the Property, Shannon Hills Subdivision was directly to the East, Fremont Pike was located approximately 2000' to the North, and Eckel Junction was located directly to the West.

Mr. Steiner then proceeded to inform the Planning Commission of the approval process. Mr. Steiner stated a preliminary footprint is first submitted to obtain preliminary approval. Mr. Steiner then stated that the footprint which was submitted would be obtaining final approval for the footprint and requested zoning change. Mr. Steiner then listed the plat improvements which had been suggested previously. Improvements included: 1. Entranceway be relocated to line up with either Eckel Junction Road or Shannon Hills Blvd., 2. The side yard should be extended, 3. Detention ponds need to be at least 50' away from the right-of-way of Thompson Rd., 4. An anti-access easement should be placed along the property line that borders Thompson Rd., 5. All easements, utilities, and sewer lines needed to be labeled, 6. The issue of greenspace in a central area should be considered, 7. Proper screening should be provided for neighboring property owners, 8. Additional right of way should be dedicated along Thompson Road. Mr. Steiner then noted that Greenspace requirements and right-of-way requirements were not changed. Mr. Steiner concluded that rezoning and final plat approval would be approved or disapproved by Planning Commission. Mr. Kohring questioned if clubhouse and pool qualified as open space. Mr. Steiner stated according to Perrysburg Township Zoning they were.

When the item was turned over to the Planning Commission members for review and discussion, Mr. Allion asked if streets were private. Mr. Greg Feller, Feller and Finch, stated that the streets were private. Mr. Feller continued to state that township approval was unanimous. Mr. Bressler questioned if streets were up to Subdivision Standards. Mr. Steiner stated they were. Mr. Allion questioned if North and East side had adequate amount of catch basins. Mr. Feller stated it depended on the grade that they could attain. Mr. Allion questioned if streets could be converted to public based on invert of streets and curbs. Mr. Feller stated it could not be dedicated and he did not anticipate it to ever be dedicated. Mr. Ewald stated the developer met improvements required by Planning Commission.

When the item was turned over to the audience for questions, Mr. Don Smith, Perrysburg Township Resident, stated that more catch basins should be considered. Mr. Smith also stated that the installation of utilities would kill his trees. Mr. Smith wanted to know if fence would be installed. Mr. Kohring stated the fence was on the plat. Mr. Kohring asked who would review storm drainage. Mr. Allion stated it would be reviewed by Perrysburg Township. Mr. Allion asked why additional right of way was not included. Mr. Feller stated right-of-way improvement was not indicated in the

correspondence letter. Mr. Feller stated if more right-of-way was required it could be added.

When the item was turned over to Commission members for a motion, Mrs. Schuerman made a motion to recommend that Perrysburg Township rezone the property from A-1 agricultural to a PUD-RS zoning classification. Mr. Perkins seconded the motion with Commission Members in full support. When the actual footprint approval was needed, Mr. Ewald made a motion to approve the footprint with a recommendation that an additional 20' of right-of-way be dedicated along Thompson Road, Unit 12 be moved away from the road, and a privacy fence be installed to the South. Mrs. Schuerman seconded the motion with Commission Members in full support.

SUBDIVISION – LAKE TOWNSHIP

Romanko Development had submitted a preliminary plat entitled “Argyle Forest Subdivision” for preliminary review and approval. The proposed residential subdivision covered approximately 24.9 acres and contained 67 single-family lots, centralized open space, storm water retention, and necessary plat improvements.

Mr. Steiner began his discussion and review and stated that the proposed plat was located on the east side of Tracy Road in Section 18 of Lake Township. Mr. Steiner stated that the property was located on the northeast corner of Tracy and Ayers Road. Mr. Steiner reported that Emch Road was located directly southwest of the property, State Route 795 was approximately one mile to the South, and East Broadway was approximately one mile to the East. Mr. Steiner stated that the plat covered approximately 24.9 acres of land and contained 67 single-family lots. Mr. Steiner noted that the property was recently rezoned from M-1 Industrial to R-2 Residential. Mr. Steiner stated proposed plat improvements included: streets with 25' back to back paving, curbs and gutters, 60' of right of way, sanitary and storm sewers, public water, a dry storm water retention basin, 2' anti access easements along Tracy and Ayers Roads, all utilities including gas, electric, phone, and cable, a centralized open space area that meets the required 5% dedication, 2 entranceways, and drainage easements. Mr. Steiner then reported that plat deficiencies included sidewalks and streetlights are not listed, utility easements need to be minimum of 8' per Subdivision Rules and Regulations, storm water retention area needs to be 50' from right of way, and no buffering was provided at the eastern property line of the plat which borders area zoned M-1 Industrial.

When the item was turned over to the Planning Commission members for review and discussion, Mr. Doug Martin, American Land Surveying, stated that sidewalks were located on the plat. Mr. Martin reported that a 15" drainage tile runs though the property and it would be relocated. Mr. Allion stated that common area and retention area should be switched for drainage purposes. Mr. Allion stated this would eliminate the issue of the drainage ditch easement that township was concerned about. Mr. Allion stated that a development of this size should have two entrances/exits. Mr. Martin stated that CSX was responsible for road from the back of property to the East and the first 1,600' of Ayers road was public. Mr. Allion stated there was an agreement between CSX and public for road maintenance. Mr. Carter stated if two entrances were not implemented

then a boulevard should be considered. Mr. Steiner stated that a crosswalk would be necessary. Mrs. Riffner stated that the issue of addresses would be a problem since the roads had such similar names. Mr. Kohring questioned if it would be better named as two separate streets or one street. Mrs. Riffner stated either way. Mr. Martin stated they would change. Mr. Ewald questioned if given approval, it would be clear enough. Mr. Steiner stated he would like conditions reiterated.

When the item was turned over to the Planning Commission members for a motion, Mr. Allion stated based on conditions: 2' anti-access easement across Tracy Road, retention pond relocated to eastern end of plat, keep stub road, cross walks implemented, lots 19-25 buffered, and street names changes, he moved to approve the preliminary plat called "Argyle Forest". Mr. Allion added that he would like to see a revised preliminary plat at the next meeting, and allowed to begin process of design. Mr. Fitzgerald seconded the motion with commission members in full support.

SUBDIVISION – LAKE TOWNSHIP

Arapaho Development submitted a final plat of "Indian Creek, Plat 3" for final review and approval. The proposed development covered 7.258 acres and included 16 single-family lots.

Mr. Steiner began his review and discussion and gave a brief history of the subdivision. Mr. Steiner stated that the preliminary plat was first reviewed in December 1995 and was conditionally approved at the January 1996 meeting. Mr. Steiner stated that Plat 1 received final approval at the November 1996 meeting and Lots 1-10 were replatted at the June 1997 Planning Commission meeting. Mr. Steiner continued, noting that Plat 2 was given final approval at the July 2000 Planning Commission meeting. Mr. Steiner reported that the plat was located along the East side of East Broadway in the unincorporated Village of Moline, Section 20, Lake Township. Mr. Steiner noted the land was zoned R-2 Residential and land to the North, South, East, and West were also zoned R-2. Mr. Steiner reported plat improvements included: sanitary and storm sewers, public water, streets with 60' right of way, drainage and utility easements, sidewalks and street lighting, and all utilities including; gas, electric, cable, and phone. Mr. Steiner noted that all proposed lots met or exceeded the minimum requirements set by Lake Township Zoning Resolution. Mr. Steiner reported that plat deficiencies included no sidewalks platted, pavement width not indicated, and signature page contained errors. Mr. Steiner stated Plat 3 was the last development to be platted.

When the item was turned over to the Planning Commission members for review and discussion, Mr. Kohring questioned the size of area overall. Mr. Steiner stated 27 acres. Mr. Ewald made a motion to approve the final plat of "Indian Creek, Plat 4". Mr. Carter seconded the motion with Commission members in full support.

REZONING – FREEDOM TOWNSHIP

KDZ Corporation submitted a request to rezone approximately 3.3 acres of land in Section 36 of Freedom Township from "A-1" Agricultural to "B-1" Neighborhood Business.

Miss Moore began her review and discussion and stated the applicant wished to construct a self-storage service facility on the property. Miss Moore stated the property was located in the Southeast Quarter of Section 36, Freedom Township. Miss Moore reported that land to the east was zoned R-3, and land to the South in Montgomery Township was currently unzoned. Miss Moore noted that there were no environmental constraints and utilities were not available to the site. Miss Moore stated that requests were heard by the Planning Commission in March of 2001 to rezone from R-3 to B-1, and again rezoned in November of 2002 from B-1 to A-1. Miss Moore also noted that the proposed end use was permitted under Freedom Township's current B-1 Neighborhood Business use, but would fall under a conditional use under proposed amendments.

When the item was turned over to the Planning Commission members for review and discussion, Mr. Ewald asked for a recommendation. Miss Moore stated approval. Mr. Fitzgerald made a motion to approve the request to rezone the property from "A-1" Agricultural to "B-1" Neighborhood Business. Mr. Ewald seconded the motion with Commission members in full support.

Chairman's Time

During chairman's time, Mr. Kohring stated that information had been mailed in the Planning Commission packets that regarded the issue of open space. Mr. Kohring stated that Mr. Steiner and himself had both prepared documents that were for the information of the Planning Commission members. Mr. Kohring suggested that a small committee that contained Tim Brown, Phil Bressler, Mr. Steiner, Miss Moore, and himself, would review the documents and have prepared for July Planning Commission Meeting. Mrs. Schuerman questioned if Mr. Steiner was permanent. Mr. Kohring stated July 5, 2004 was the end of Mr. Steiner's probation. Mr. Kohring stated that Planning Commission members were encouraged to contribute in the review of Mr. Steiner's performance. Mr. Carter stated that Mr. Steiner responded well to questions directed toward him. Mr. Kohring concluded meeting and determined that open space committee would be determined after meeting adjourned.

There being no further discussion, the meeting stood adjourned with a motion from Mr. Perkins. Mr. Ewald seconded the motion with Commission members in full support.